

Sasuie Mazhar

Customer Service Professional

A strategic professional with progressive carrier of over +04 year of experience.

Seeking a challenging position in a dynamic Organization to get more exposure and professional growth opportunities and to enhance personal skills and knowledge.



Attitude : Believes in Process control business environment, Passionate about getting results and thrive on market challenges.

Experience Summary:

Voyage Immigration Services	Sales Consultant	U.A.E.	Oct 2020 – Till Date
Marriott Hotels	Central Ground Operations	U.A.E.	Aug 2019 – Mar 2020
Mid Pakistan Coil Centre Pvt Ltd	Sales Representative	PAKISTAN	Jun 2017 – Sept 2018
Administrator	Sensorium School System	PAKISTAN	Aug 2015 – Jun 2017

Experience

Oct 2020 to Till date **Sales Consultant**
05 months **Voyage Immigration Services.**

Job Responsibilities

- Meeting Clients.
- Product Introduction & Process Induction.
- Coordination, document collection and passing the same to the concerned department.
- Making deals and regeneration for clients.
- Client Follow-ups & record keeping.

Aug 2019 to Mar 2020 **Central Ground Operations**
08 months **Marriott Hotels & Executive Apartments**

Job Responsibilities

- Greeting Guests with positive attitude.
- Attending to guest needs & request.
- Handling ground operations, Machine operations etc.
- Payment processing & cash handling.
- Prepare daily financial reports.

Jun 2017 to Sept 2018 **Sales Representative**
1 Year & 4 months. **Mid Pakistan Coil Centre (Pvt) Ltd**

Job Responsibilities

- Taking customer orders & completing all related formalities.
- Order processing & document handling.
- Coordinate and ensure timely delivery of the orders.

Aug 2015 – Jun 2017 **Administrator**
1 year & 11 months **Sensorium School System**

Job Responsibilities

- Ensure proper filing of student records.
- Perform clerical tasks.
- Processing school Teacher's attendance on daily basis.

Personal Information

Phone : +971 562629937

Email : Sasuiesoomro7@gmail.com

Date of Birth : Jan 16th 1995
Current Location : U.A.E (Abu Dhabi)
Nationality : Pakistani
Passport Validity : Oct 2022

Languages

English / Urdu / Sindhi.

Major Strengths / Key Skills.

Highly Focused & Positive Attitude
Strong Organisational Abiliites.
Time Management.
Enthuiastic and Inspirational.
Strong Communication Skills.
Meet Deadlines.
Coordination at all levels of the organisation.
Team Player.
Client Relationship.

Education

B.COM
Dadabhy Institute Karachi, Pakistan.

Faculty of Science
National Intermediate College, Pakistan.

Professional Interests:

Work under process oriented business environment, Multitasking, Meet deadlines and treat work pressure as a part of continuous job work.
Work as a team – support staff on quality job work (together we can approach).

Personal Interests :

Playing Cricket / Chess / Badminton / Driving / Travelling.

Declaration: I hereby confirm that all the above information is true & accurate

Sasuie Mazhar

Date: Feb 26th 2021 / Abu Dhabi - U.A.E