



Muhammad Arshad

Contact

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Visa Type

- Work Visa

Driving License

- Kuwait
- Saudi Arabia
- Pakistan

Languages

- English – Expert
- Urdu – Expert
- Arabic – Intermediate

Skills

- CRM
- Sales & Marketing
- Merchandising
- Cash Management
- System documentation
- Inventory control

Summary

A versatile, well organized and highly committed Sales and Purchase Administrator with more than 20 years of work experience from Kuwait, Kingdom of Saudi Arabia and Pakistan. Having a logical and methodological approach to achieving tasks and objectives

Experience

- **Administrator & Supervisor**- 24th Dec 1992 – 12th Nov 1995
M/S SALEH AQILA – Kuwait
- **Sales Supervisor**- 1st June 1996 – 1st June 2002
T.S.C - THE SULTAN CENTER – Kuwait
- **Assistant Manager**– 2nd June 2002 – 28th January 2006
MARINA MALL Toyland Branch – Kuwait
- **Sales & Customer relationship Officer**- 10th Mar 2006 – 28th Jan 2011
AL SADHAN TRADING CO – Saudi Arabia
- **Sole Proprietor (CEO)**- 08th March 2011 – 20th May 2022
MOON GENERAL STORE - Pakistan

Achievements

- Implemented the most effective sales techniques
- Developed a systematic environment to ensure the availability of all the core products in collaboration with Purchase Department
- Developed a systematic environment to ensure the quick and effective response on all customers feedback, queries and complaints regarding all of the products

Education

- Equivalent to A-Level
Intermediate Secondary Education –
Gujranwala
- Associate Diploma Training Status