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| Haider Ali  **Accounting, Administration and Sales Professional** | | | |
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| |  | | --- | | **CONTACT** |   Flour Mills Area  Near Ali Park, GT Road, Lahore, Pakistan  Phone  **01234 456786**  Email  **owcareers@gmail.com**   |  | | --- | | **SKILLS** |  * Clients management * CRM * Restaurant management * Clients management * Account handling * Account handling * Web search * Customer feedback * Critical evaluation process * Accounts management. * Cash reports making * Bank payment voucher * Team management * IT skills * Adobe Photoshop * Quick book (soft) * Ms Office  |  | | --- | | **QUALIFICATIONS** |  * **Matric** **2009**   Lahore Board   * **Intermediate** **2011**   Lahore Board   * **B.com** **2015**   Punjab University   * **M.com**  **2018**   NUML University   |  | | --- | | **DIPLOMAS** |   **Office Management**  Al-Farhan College 2010  **Hotel Management**  CTTS College 2018 |  |  | |  | | --- | | **OBJECTIVE STATEMENT** |   I am passionate, young and hardworking personnel. I am willing to get the opportunity where I can apply my skills, learn abilities and work for the organization to achieve its business goal and objectives.   |  | | --- | | **PROFILE** |   A smart and meticulous professional, experienced with unique track record of achievement. I have expertise for overall direction, coordination, implementation, execution, control and completion of specific projects ensuring consistency with company strategy, commitments and goals. I possess astute business understanding and experience in contributing to deliver improvements in processes, productivity, and costs in export sales and business development.   |  | | --- | | **EXPERIENCE** |   **Pizza Hut** MM YY – MM YY  Assistant Restaurant General Manager  **OWCareers** MM YY – MM YY  Operation Executive  **Telenor (Telecommunication)** MM YY – MM YY  Easy Paisa Accounts Activity  **Unilever Private Limited &**  MM YY – MM YY  Pepsi Private Limited  Activity Manager   |  | | --- | | **PROFESSIONAL HIGHLIGHTS** |  * **Dealing with customer and solving their issues to achieve their satisfaction.** * **Expert in managing all the operations for branch management.** * **Familiar with accounting cycle having hands on experience to working accounting domain.** * **Effecting in management of the teams and achieving goal through them by working alongside.** * **I am also expert in generated sales for the organization and have expertise in sales and marketing domains.**  |  | | --- | | **REFERENCES** |   Reference will be furnished on demand. |
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