
Shehroaz Muhammad Saleem

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To work in an environment which provides opportunity to enhance skills and apply them to grow parallel with the organization's functions & to show my abilities in related fields.

Professional Experience

1. E PLANET COMMUNICATION Inc. "Inbound Sales Specialist"

12/2021 - Present

- To take Spectrum Inbound/outbound calls to promote and sell the product/service.
- To collect customer's information and input data into the system ensuring confidentiality at all times.
- To consolidate existing customer base while building new customer base.
- To ensure customer follow-up all the time.
- To handle customer needs and requirements.
- To respond to customer inquiries and resolve.

IFLOGICS COMMUNICATION "Senior Floor Supervisor"

01/2019 - 01/2022

- Manage team and help agents to generate leads and sales.
- Manage leads and sales schedules
- Conduct training sessions on Facebook marketing.
- Assist HR with recruiting when necessary.

1. SEIKO Textile Mills "Asst. Operations Manager"

03/2018 - 04/2019

- Develop productive, profitable and achievement oriented working environment for employees.
- Assist in interviewing, recruiting, training, performance evaluation, promotion and termination activities
- Distribute salaries over employees.

Education

Iqra University
BMS(Digital Marketing) - In progress

Sir Adamjee Institute
Intermediate (Business) - 60%

Nexus Schools
Matriculation (Computer Science) - 70%

Projects

Street Deeds Pakistan (NGO)

02/2017 – Present

"President "

- Street Deeds Pakistan is a project of "Open For Everyone (O4E) Welfare Organization", Reg# DSW(S) 2015

- It focuses on the welfare services of the people who are unable to afford food and education.

Awards

- Got certificates for achieving highest sales in a calendar year.
- Got awarded by Arts council of Pakistan for social work.

Key Skills

- Flexibility and Adaptability to work in any environment.
- Willingness to accept any challenge irrespective of its complexity.
- Positive attitude.
- Passion & dedication for Work.
- Good Communication and Negotiation skills.
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Interests

- Social Work
- Motivational Speaking
- Teamwork
- Travel
- Videography