

**Dear Sir/Madam,**

I am actively seeking an opportunity such as **Marketing/Customer Care Service** position. Over ten years of experience have equipped me with a multitude of skills. I have exceptional interpersonal skills and the hunger to learn and grow professionally, I'd be a great candidate to consider for your Company.

I have 8 years work experience in Dubai and 6 years work experience in Pakistan.

I am a quick learner and able to understand product and services of the company. My positive attitude help me to resolve the problem timely and efficient manner

In addition to my administrative skills, I am able to create different documents. I am proficient in MS programs and many others, I am confident that these skills and others would make me a valuable asset to you and your team.

My resume is shows, detailing my expertise, and I'm looking forward to learning more about this position and what it entails. I would greatly appreciate the opportunity of speaking with you at your earliest convenience, via e-mail or phone.

Sincere Regards

**IQBAL AHMED QURESHI**

**Contact: 0317-2800818**

Email : iqbal.queshi2017@gmail.com

# IQBAL AHMED QURESHI

Phone # 0317-2800818

Email : [iqbal.qureshi2017@gmail.com](mailto:iqbal.qureshi2017@gmail.com)



**OBJECTIVE:** A career in a reputed organization that provides me best opportunities to gain quality work experience, to develop managerial and technical skills in a professional environment for a good career.

## Academic Qualification

2011 – MBA (Marketing)  
Baqai Medical University  
Karachi, Pakistan



## Technical Qualification

1. Social Media Marketing Course (Dubai)
2. Diploma in Computer Science
3. Microsoft Certified Professional - MCP



## Experience

**Name of Company:** Magnetic Technologies LLC  
**Designation:** Marketing/Customer Care Executive  
**Duration:** May, 2013 to May, 2021  
**Place:** (Dubai, U.A.E.)



## Responsibilities:

- Address customer issues and resolve them in a timely and efficient manner.
- Interact with customers on a variety of channels such as phone, email, and social media platform.
- Provide information to the customer (company product or services)
- Personal visits (Banks, Hospitals, Offices, Malls, Industries etc.)
- Strategically monitor & report on relevant social media
- Conduct Promotional Activities
- Monitoring Indoor Sales, Coordinate with Store and Showroom

## Experience

**Name of Company:** Super Fresh Frozen Foods Pvt. Ltd.  
**Designation:** Sales/Marketing Executive - FMCG  
**Duration:** January, 2007 to August, 2012 (6 years)  
**Place:** (Karachi, Pakistan)



### Responsibilities:

- Developing marketing plan for launching products
- Create new places for sales and marketing
- Organizing events and product exhibitions
- Visit Market for Product availability and better display
- Advising customers about delivery schedules and after-sales service
- Keeping in contact with existing customers in person and by phone
- Recording orders and sending details to the sales office
- Meeting sales targets

### SKILLS:

- Strong interpersonal, written and presentation skills
- Active team player having ability to work under pressure and meet deadlines.
- Good organization and planning skills
- Communication skills
- Empathy and patience
- Adaptability & Creativity

## Languages

English, Urdu

## Personal

Father's Name : Abdul Raheem Qureshi (Late)  
Place of Birth : Karachi, Pakistan  
Date of Birth : 08-12-1970  
CNIC # : 42101-7243829-9  
References : Can be furnished on request

I hereby certified that the above statements are true and correct with all my knowledge and also to the help of our Lord. After you've reviewed my resume, I would welcome an opportunity to discuss your company's goals and talk to you about the value that I can bring to your Company. More Power and Positive energy blessed.