

# MUHAMMAD DANISH SAEED



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Nationality : Pakistani  
Address : House # R98, Sector: 11/C-2, North Karachi.  
Marital Status : Married

## Career Objective:

To obtain a responsible and challenging position in a Reputed Organization, which will enhance my initiative, motivation, analytical & managerial skills and to make full use of my skills and experience.

## Work Experience:

Organization: **GRT JAPAN**

Designation: **International Business Development Executive / Auction Consultant  
Project Manager.**

Duration: April 02, 2020 till now

### Responsibilities:

- Handling Papua New Guinea Car market Oceania
- Looking company car stock and reach the target
- Looking Japan auction house
- Giving a full information to the customer about the cars
- Dealing all type shape cars

Organization: **ICM JAPAN**

Designation: **Business Development Executive / Auction Consultant**

Duration: April 23, 2019 till March 22, 2020

Responsibilities:

- Handling Papua New Guinea Car market (Oceania )
- Looking company car stock and reach the target
- Looking Japan auction house
- Giving a full information to the customer about the cars
- Dealing all type shape cars

Organization: **I-Life Trading International LLC. (Dubai, UAE)**

Designation: Sales Representative (Laptops, Tablets& Smart Watches)

Duration: November, 2017 to March 31, 2019

Responsibilities:

- Handling of Power Retailers (Lulu, sharaf DG, and Abu Dhabi Coop).
- Responsible for the monthly/yearly target and achievements.
- Close monitoring of competition activity and product placement at respective Power retailers.
- Dealing with customer inquiries face to face, over the phone or via email.
- Contacting prospective customers and discussing their requirements.
- Reporting To Sales Manager.
- Ageing Analysis and Clearance
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- Achieving the Vision and Objectives of the company in all area's (Sales &Marketing).

Organization: **Great Future Trading International L.L.C Dubai, UAE.**

Designation: Sales Representative (I.T Accessories for Laptops, Mobiles & Tablets)

Duration: October, 2014 to September, 2017

Responsibilities:

- Handling of Power Retailers (Lulu, Spar and Abu Dhabi Coop).
- Responsible for the monthly/yearly target and achievements.
- Close monitoring of competition activity and product placement at respective Power retailers.
- Dealing with customer inquiries face to face, over the phone or via email.
- Contacting prospective customers and discussing their requirements.
- Reporting To Sales Manager.
- Collections of Outstanding amount.
- Ageing Analysis and Clearance.
- Preparation of Monthly and Yearly budget in order to maintain standard market share as per the category.
- Heading a Team of 8 Merchandiser in Abu Dhabi.
- Achieving the Vision and Objectives of the company in all area's (Sales &Marketing).

Organization: **Adnan Apparel Dyeing Company, Karachi, Pakistan**

Designation: Quality Control In charge

Duration: March, 2013 to September,2014

Responsibilities:

- To check the shades and discuss with dyeing master.
- Controlling the temperature of dryer to manage the fabric
- shade. To finished the lots and pre check all the fabric.
- To final the approval and forward to packing department.

Organization: **Lucky One Karachi, Pakistan**

Designation: Packing Incharge

Duration: January, 2012 to February, 2013

**Responsibilities:**

- To check all the garments fabric.
- To check all the assets which can help to the packing.
- To check all the cartons which help to the packing.
- Give the permission to finalize the shipment.

**Academic Qualification:**

Graduation	B.A ( ECONIMICS )	University of Karachi
Intermediate	Commerce	Govt. Degree College
Metric	Science	Sir Syed Model Secondary School

## **Computer Skills:**

- Knowledge in Microsoft Package (Word, Excel, PowerPoint)

## **Skills:**

- Excellent Business communication skills, both verbal and written in English.
- Excellent negotiation skills and Client Managing Skills.
- Practical ability to gather and use data effectively.
- Ability to work in different environments independently or in a team.
- Ability to acquire new technical, analytical skills quickly.
- Time management skills and a sense of accountability.
- Willingness to learn and develop.

## **Interest & Activities:**

Journalism: Reading a broad range of publications (local & national) for Latest news and criticism.

News Media: Researching and exploring on the internet computer games.