



# Ali Afzal

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## ● ABOUT ME

I am a motivated individual with a Bachelor's degree in Public Administration, providing me with a solid foundation in organizational management and communication. My career journey has been diverse, starting as an intern at XCL Technologies, where I quickly transitioned into a permanent role as a Sales Executive. During my time there, I gained valuable experience in both Business-to-Consumer (B2C) and Business-to-Business (B2B) sales, as well as Peer-to-Peer (P2P) interactions, honing my skills in negotiation and client relationship management.

Beyond my sales experience, I've also ventured into the field of education, serving as both a teacher and an education administrator. These roles have allowed me to develop strong leadership abilities and a passion for fostering learning environments conducive to growth and development.

In addition to my professional endeavors, I've dedicated time to volunteer work, where I've had the opportunity to contribute to various community initiatives. As a Social Media Director for one such organization, I leveraged my communication skills to effectively engage with diverse audiences and promote meaningful causes.

Currently, I am thriving in my role as a Dispatcher, where I excel in managing logistics and coordinating operations to ensure efficient service delivery. My diverse background has equipped me with adaptability, problem-solving capabilities, and a collaborative mindset, making me a valuable asset in any team-oriented environment.

I am eager to continue leveraging my skills and experiences to make meaningful contributions in roles that align with my passions and expertise.

## ● EDUCATION AND TRAINING

01/01/2018 – 07/12/2021 Jamshoro, Pakistan

**BS PUBLIC ADMINISTRATION** University of Sindh Jamshoro

**Field of study** Social sciences, journalism and information

2016 – 2017 Hyderabad, Pakistan

**INTERMEDIATE** Govt: Boys Degree College Qasimabad Hyderabad

2014 – 2015 Hyderabad, Pakistan

**MATRIC** Bright Future High School

## ● WORK EXPERIENCE

01/2022 – 01/2024 Hyderabad, Pakistan

**SALES EXECUTIVE** XCL TECHNOLOGIES

**Prospecting and Lead Generation:** Identifying and researching potential clients, including attending networking events, leveraging social media, and cold calling/emailing.

**Understanding Client Needs:** Conducting thorough needs assessments to understand clients' pain points, challenges, and goals.

**Presenting Solutions:** Articulating how your software products or services can address clients' needs and add value to their business operations through presentations, demos, and proposals.

Negotiating Contracts: Collaborating with clients to negotiate terms, pricing, and contract agreements that are mutually beneficial.

Closing Deals: Successfully converting leads into paying customers by effectively communicating the value proposition and overcoming objections.

Relationship Building: Cultivating and maintaining strong relationships with clients to foster loyalty, trust, and repeat business opportunities.

Collaboration with Internal Teams: Working closely with marketing, product development, and customer support teams to ensure alignment between sales strategies, product offerings, and customer needs.

Market Research: Staying informed about industry trends, competitor activities, and market developments to identify new business opportunities and refine sales strategies.

Sales Reporting and Analysis: Tracking sales activities, pipeline progress, and performance metrics, and providing regular reports and analysis to management.

Customer Service: Providing ongoing support and assistance to clients post-sale, addressing any issues or concerns they may have and ensuring their satisfaction with the product or service.

08/2019 – 11/2020 Jamshoro, Pakistan

## **EDUCATION ADMINISTRATOR THE SEEKERS ACADEMY**

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Administrative Management: Managing administrative tasks such as scheduling, budgeting, record-keeping, and resource allocation to ensure smooth operations within the educational institution.

Staff Supervision: Supervising teaching and administrative staff members, including conducting performance evaluations and providing professional development opportunities.

Student Enrollment and Admissions: Managing student enrollment processes, including admissions, registration, and enrollment tracking, as well as developing and implementing strategies to attract and retain students.

Student Support Services: Providing support services to students, including academic advising, counseling, and assistance with academic and personal issues.

Community Engagement: Building and maintaining relationships with parents, community organizations, and other stakeholders to foster partnerships and support the educational mission of the institution.

Facilities Management: Overseeing the maintenance and utilization of school facilities, including classrooms, laboratories, libraries, and other resources, to create a conducive learning environment.

Data Analysis and Reporting: Collecting, analyzing, and interpreting data related to student achievement, attendance, and other metrics to inform decision-making and improve educational outcomes.

Event Planning: Organizing and coordinating events such as parent-teacher conferences, open houses, and graduation ceremonies to engage stakeholders and celebrate student achievements.

08/2019 – 11/2020 Jamshoro, Pakistan

## **TEACHER THE SEEKERS ACADEMY**

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Lesson Planning: Designing engaging lesson plans that cover various aspects of English grammar, including parts of speech, sentence structure, verb tenses, and punctuation.

Instruction: Delivering effective grammar instruction through a combination of lectures, interactive activities, exercises, and multimedia resources to facilitate learning and comprehension.

Grammar Practice: Providing ample opportunities for students to practice grammar concepts through written exercises, speaking activities, group discussions, and online quizzes.

Feedback and Correction: Offering constructive feedback on students' written and spoken English, including identifying and correcting grammatical errors to help improve their language proficiency.

Assessment: Administering quizzes, tests, and other assessments to evaluate students' understanding of grammar concepts and track their progress over time.

2018 – CURRENT Hyderabad, Pakistan

## **BROKER BOULEVARD MALL, SHAMS ICON, AND SELF-EMPLOYED**

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Market Analysis: Conducting market research to assess property values, rental rates, and trends in the local real estate market.

Listing Properties: Marketing properties for sale or rent by creating listings, taking photographs, and promoting them through various channels such as online listings, advertising platforms, and social media.

Finding Buyers or Tenants: Actively seeking out potential buyers or tenants for listed properties through networking, advertising, and outreach efforts.

Negotiation: Negotiating sales or lease agreements between buyers/tenants and property owners, including price, terms, and conditions.

Facilitating Transactions: Assisting with the completion of paperwork, contracts, and legal documentation required for property transactions, and coordinating with relevant parties such as lawyers, inspectors, and lenders.

Relationship Building: Cultivating relationships with clients, other real estate professionals, and industry contacts to generate referrals and build a strong network.

02/2024 – CURRENT Karachi, Pakistan  
**TRUCK DISPATCHING FORSEE LOGISTICS**

Calling Trucking Companies: Contacting trucking companies via phone.  
Recording Call Status: Keeping a record of the call's status.  
Assigning Daily or Weekly Payload: Providing them with daily or weekly payload assignments.  
Monitoring RPM and CPM: Monitoring their Revenue Per Mile (RPM) and Cost Per Mile (CPM).  
Market Research: Conducting market research to inform drivers about the best markets.  
Managing Documents and Load Boards: Handling documents and managing load boards.

● **DIGITAL SKILLS**

Microsoft Word, Social Media, Microsoft Powerpoint | AUTOCAD - 2D + 3D | Video Conferencing (Zoom, Teams, Skype, Webex) - Advanced | basics of video-editing

● **LANGUAGE SKILLS**

Mother tongue(s): **SIRAEKI**  
Other language(s):

	UNDERSTANDING		SPEAKING		WRITING
	Listening	Reading	Spoken production	Spoken interaction	
<b>ENGLISH</b>	C1	C1	B2	B2	C1
<b>URDU</b>	C2	C2	C2	C2	C1
<b>SINDHI</b>	C2	C2	C2	C2	C2

Levels: A1 and A2: Basic user; B1 and B2: Independent user; C1 and C2: Proficient user

● **ADDITIONAL INFORMATION**

**COMMUNICATION AND INTERPERSONAL SKILLS**

Active listening, Team worl, Presentation, Conflict Resolution, Problem Solving.

**MANAGEMENT AND LEADERSHIP SKILLS**

Decision making, Problem Solving, Communication skills, Time management, Management skills, Adaptability, Conflict resolution,Relationship building

**CONFERENCES AND SEMINARS**

27/04/2016  
**Traditional Media VS Mass Media**

2016 – 2016  
**Human Immunodeficiency Virus (HIV)**