



ABDUL WAHAB

Nationality: Pakistani **Date of birth:** 13/OCT/1988

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Home Address: Al Qasimia near to Mahata Park, Sharjah, UAE.

ABOUT ME

To succeed in an environment of growth and excellence to earn a job which provides me job satisfaction, self-development and helps me to achieve personal as well as organizational goals.

WORK EXPERIENCE

❖ Emirates Global Aluminum – Dubai, UAE

July 2015 – Jan 2021

As a Senior Operator:

- Measure, grade and feed batches of raw materials into the production process.
- Operate production line equipment.
- Monitor the production process and carry out basic testing and quality checks.
- Carry out manufacture goods on a production line.
- Carry out cleaning and basic maintenance of work areas and the machines.
- Record how much raw material has been used during production and the number of items produced.
- Weigh and label packaged goods ready for dispatch
- Stack goods appropriately
- Pack goods with protective materials ready for shipment in crates or pallets and load them in containers.
- Contribute to continuous improvement activities.
- Support, comply and ensure complicity with Health & Safety regulations.

❖ DEBONAIRS PIZZA – Dubai, UAE

Nov 2014 – June 2015

As Cashier:

- Provides a positive customer experience with fair, friendly, and courteous service.
- Process customer orders and record them in the restaurant database.
- Relay customers' orders to the kitchen staff.
- Ensure all orders are delivered to the customers in a timely manner.
- Registers sales on a cash register using POS.
- Accept cash and return the correct change.
- Tally money in the cash drawer at the beginning and end of each work shift.
- Respond to customer inquiries, issue receipts, and record customer suggestions.

As a Sales Executive:

- Responsible for managing and growing client revenue base through existing and new customer accounts.
- Deal directly with customers either by telephone, electronically or face to face for explaining the details about the company's products.
- Maintained and built CRM records, reports and opportunities to increase sales optimization and performance within my team.
- Initiated new business opportunities by working with other start-ups to drive customer acquisition through marketing initiatives and corporate events.
- Implemented the company's existing sales and marketing strategies that increased monthly revenues in the territory.
- Worked with marketing team to produce promotional videos and pictures of the product for website and other sources of advertisement.
- Responsible for record keeping & up-to-date sales record.

Skill

- **Good Exposure and Hands-on Experience**
 - The latest Office Automation software package like Microsoft Word, Microsoft Excel, PowerPoint, and extensive experience with the Internet i.e., Emails.
 - Cisco Certified Network Associate (CCNA certified 2015).
 - Special Accounting Software. (ERP and basic software)
 - Adobe Photoshop CS, & other photo and video editing software.
 - Advance Computer Hardware Troubleshooting.
 - Installation & Troubleshooting of System and Application software e.g., Microsoft Windows all versions.

EDUCATION**BA (Arts)****2011**

University of Peshawar

High Secondary (F.A)**2008**

Board of Intermediate Secondary Education

Secondary (Metric)**2005**

Board of Intermediate Secondary Education

Certificate

MS Office (Automation)

LANGUAGE

English

Urdu

PERSONAL INFORMATION

Father Name: Fazal Hussian

CNIC: 17301-8693558-5

Passport: AX0945583

Marital Status: Married

Religion: Islam