



# Perwaiz Khan

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## PROFESSIONAL SUMMARY

Professional and experienced with a background in Warehouse Management, Retail, Loss Prevention & Security, Foreign Exchange & Remittance, Hospitality and Information Technology. I am dedicated to delivering excellent customer service and ensuring great satisfaction, skilled in anticipating needs, providing efficient solutions and committed to creating memorable experiences for every customer.

## WORK EXPERIENCES

<b>Warehouse Manager</b> , Discount Sanitary Store, Islamabad – Pakistan	NOV, 2021 - Present
<b>Warehouse Manager</b> , Jadoon International Corporation, Islamabad – Pakistan	JAN, 2018 - NOV, 2021
<b>Limousine Driver</b> , Ahdab International Luxury Transport LLC, Dubai – UAE	MAY, 2017 - DEC, 2017
<b>Remittance Processing Specialist / Cashier</b> , Al Jaber Exchange, Abu Dhabi – UAE	JAN, 2014 - DEC, 2016
<b>Front Office Cashier</b> , Avari Towers Hotel, Karachi – Pakistan	MAR, 2010 - NOV, 2013
<b>Loss Prevention Officer</b> , Securitas Security Services, Dublin – Ireland	APR, 2008 - DEC, 2009
<b>Loss Prevention Officer</b> , Securit, Dublin – Ireland	FEB, 2007 - APR, 2008
<b>Sales Assistant / Cashier</b> , Primark, Dublin – Ireland	NOV, 2006 - FEB, 2007
<b>Assistant Warehouse Manager</b> , MetaTex (Pvt.) Ltd., Karachi – Pakistan	JAN, 2005 - SEP, 2006

## SKILLS

**Professional:** Business Development, Project Management, Leadership, Teamwork, Human Relation, Knowledge Acquisition, Conceptual, Analytical, Problem Solving, Conflict Resolution and Customer Satisfactions.

**Technical:** Microsoft Office, Written Communications, Accounting, Customer Service, Retail Operations, Cash Handling, Data Entry, Filing, Loss Prevention, Attention to Details, Merchandising, Inventory, Checkouts (POS)

**Languages:** English (Fluent), Urdu (Fluent), Pashto (Native)

## QUALIFICATIONS

<b>Post Graduate Diploma in International Business</b> , American College Dublin, Dublin – Ireland	2008
<b>Bachelor of Computer Science</b> , Newports Institute of Communication & Economics, Karachi – Pakistan	2004
<b>Higher Secondary Certificate</b> , Board of Intermediate Education, Karachi – Pakistan	2001
<b>Secondary School Certificate</b> , Board of Secondary Education, Karachi – Pakistan	1999

## CERTIFICATIONS

**Certificate of Apprenticeship for Front Office Cashier**, Avari Towers Hotel, Karachi – Pakistan

**AML/CFT & DUE DILIGENCE**, Foreign Exchange & Remittance Group, Abu Dhabi – UAE

**Nokbah Induction Program for Limousine**, Roads & Transport authority, Dubai – UAE

**Foundation Course for Retail Security Office**, Securitas Security Services, Dublin – Ireland

**Basic Guarding Skills**, The Security Institute of Ireland, Dublin – Ireland

**Security Guard Licence**, The Private Security Authority, Dublin – Ireland