






# Fahad Hanif

## CONTACT

-  United Arab Emirates
-  +971 552218070
-  fahadjarral2010@gmail.com

## PERSONAL DOSSIER

- **Date of Birth:** 10-04-1989
- **Nationality:** Pakistani
- **Languages:** English, Urdu, Hindi & Punjabi
- **Driving License:** Valid UAE Driving License Holder

## PASSPORT DETAILS

- **Passport No:** AW6785033
- **Date of Issue:** 04-09-2019
- **Date of Expiry:** 03-09-2024

## SKILLS

- **Business development**
- **Lead management**
- Account management
- **Market trends understanding**
- Exemplary customer service
- Relationship management
- **Market and competitive analysis**
- Complex negotiations
- **Brand-building strategies**
- Excellent **sales strategies**
- Sales goal attainment
- **Purchasing expertise**
- **Account Analyst Program proficiency**
- MS Office excellence
- **Hardware and Networking knowledge**
- Strong Communication
- Dedicated **team player**
- Organized and **Punctual**

## PROFESSIONAL SUMMARY

Highly Accomplished Sales and Marketing Professional with extensive experience of 6 years in exceptional Sales and Marketing management, Purchasing management and Accounting assistance. Diligent Professional demonstrates expertise in industrial sales. Builds outstanding client rapport for increased spending and repeat business. Uses in-depth knowledge of evolving market trends to continuously meet consumer needs. Identifies new sales prospects and negotiate deals while maintaining high level of customer satisfaction.

## WORK HISTORY

### AL KARAMAH BUILDING MATERIALS TRADING LLC

#### SALES & MARKTING EXECUTIVE, SHARJAH UAE 6/2022 TO TILL NOW

- Achieve the sales objectives by achieving sale targets
- Identifying potential business , customers through regular market surveys
- Meeting whit clients for resolve is sue, delivery and follow –up of payment
- Preparing quotations, invoice submission & coordinating the activities between departments , and submit to line manager

#### Sales and Marketing Executive

08/2020 – 2022/4

Emira Max Industries LLC - Ras Al-Khaimah, U.A.E

- Effectively handled daily customer meetings, sales calls and account management tasks, improving sales team efficiency.
- Built focused new client networks, growing business opportunities and increasing revenue possibilities.
- Fostered positive relationships with customers to enhance loyalty and retention.
- Monitored market trends to remain ahead of competitors, consistently meeting client demands.
- Drove improvement across all platforms by refining strategies to reflect latest trends and industry changes.

#### Purchase Officer (2018 - Apr 2020)

Al Saad Building Contracting Company - Al Qusais, U.A.E

- Administered expenditure, preventing budget overages with successful control strategies.
- Established and maintained positive working relations with purchasing team.
- Located and investigated potential vendors to meet changing purchasing requirements.
- Used trend data and financial forecasts to establish accurate budgets aligned with operational needs.

## EDUCATION

**Master of Business Administration (MBA)**, 2014  
Virtual University - Pakistan

**Bachelor of Commerce (B.Com)**, 2008  
University of Azad Jammu & Kashmir - Pakistan

**Intermediate of Commerce (I.Com)**, 2006  
AJK Board of Intermediate & Secondary Education - Pakistan

**Secondary School Certificate (Matriculation)**, 2004  
AJK Board of Intermediate & Secondary Education - Pakistan