



MUHAMMAD IMRAN

SALES OFFICER

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ABOUT ME

A highly motivated and enthusiastic professional with exceptional interpersonal skills and a strong sense of responsibility, capable of thriving in team environments. Committed to delivering quality and customer-centric results, I possess a relentless drive to contribute effectively. Eager to leverage my experience and passion by joining a dynamic team where I can make a meaningful impact.

LINK

Linkedin:
[Muhammad Imran](#)

LANGUAGES

- Urdu
- English
- Punjabi

DRIVING LICENSE

- DRIVING LICENSE
CATEGORY

Manual Light Vehicle /
Motorcyclist

PERSONAL DETAILS

- Date of birth

31/01/1999
- Nationality

Pakistan
- Visa status

Employment

WORK EXPERIENCE

- SALES OFFICER | OCT 2023 - PRESENT

DU TELECOM, DUBAI

 - Ensured compliance and accuracy in document verification for new clients.
 - Streamlined onboarding processes through efficient document collection.
 - Scheduled client appointments to maximize meeting efficiency.
 - Reduced verification turnaround time, boosting overall operational efficiency.
- MOTORCYCLIST | SEP 2021 - SEP 2023

DELTA RECRUITMENT LLC, DUBAI

 - Processed online orders for prompt and accurate fulfillment.
 - Collaborated with restaurants for rapid order pickup.
 - Delivered orders with professionalism and hygiene standards.
 - Executed quality checks to ensure customer satisfaction.
- MESSENGER | SEP 2020 - AUG 2021

AL-MAWARID GENERAL CONTRACTING LLC, SHARJAH

 - Delivered crucial documents and packages to clients promptly.
 - Facilitated timely communication of messages to recipients.
 - Assisted clients in locating document attestation locations.
 - Ensured high client satisfaction through exceptional service delivery.

EDUCATION

- HIGH SCHOOL DIPLOMA | 2015

MC MODEL HIGH SCHOOL, BUREWALA , PUNJAB

 - Expert in crafting captivating lessons that simplify complex grammar topics.

SKILLS

- Active listening

presentation skill

Empathy
- communication

Assertiveness

HOBBIES

listening music , swimming , hiking, sports

COURSE

- LAB TECHNICIAN | NOV 2016 - MAR 2017

INFRA LAB INSTITUTE