

# Aneesa Haq



## Address:

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## Profile

Performance-driven and dedicated Operations Manager who excels at using proven methods to increase revenue, reduce costs, and streamline operations with extensive knowledge of process optimization, strong work ethic, and ability to work under pressure and in a team. The Employee of the Month Award winner for significant rise in sales.

## Work experience

10/2017 – 02/2019

ABU DHABI, UNITED ARAB EMIRATES

### Operations Manager

Roseberry Supermarket, LLC

- In order to achieve production goals and objectives, created and implemented new business plan for area of responsibility.
- Using own judgment and knowledge resolved any staff, customer, and/or supplier issues when needed.
- Increased revenue by 25% within the first year of being with the company.

06/2014 – 10/2017 SYDNEY, AUSTRALIA

### Assistant Operations Manager

WeDriveU, Inc.

- Oversaw daily activities of all drivers and operators; created and implemented operating procedures and policies as directed by WeDriveU executives.
- Was in charge of accident investigations, provided training to personnel and educated staff.
- Awarded Employee of the Month twice for increasing sales by 30% in 2015 and 35% in 2016.

05/2013 – 07/2013

DUBAI, UNITED ARAB EMIRATES

### Business Operations Intern

xTuple, Inc.

- Created PowerPoint presentations, newsletters, and other promotional visual content for customers.
- Maintained accurate and up-to-date CRM database and filing system.
- Maximized profits to the company by reducing waste and cutting unnecessary costs.

## Education

09/2012 – 05/2014 BARCELONA, SPAIN

### Global Executive MBA

IESE Business School

Top 2% of the Programme

09/2009 – 05/2012 AMSTERDAM, NETHERLANDS

### Business & Management

University of Amsterdam

Clubs and Societies: Business Club, FinTech Society, Table Tennis Club

09/2007 – 05/2009

ABU DHABI, UNITED ARAB EMIRATES

### IB Diploma Programme

The British International School Abu Dhabi

Graduated with Distinction (Grade 1 - A/excellent equivalent in all 6 subjects)

## Skills

### LANGUAGES SKILLS

Arabic	Native
English	Full
Spanish	Full
Dutch	Professional

### COMPUTER SKILLS

Microsoft Office	
Mavenlink, Accelo	
Workamajig,	
ProWorkflow	

### INTERPERSONAL SKILLS

Ability to Work under Pressure	
Analytical Skills	
Communication/Leadership Skills	
Good Team Player	
Multi-tasking	