

# BALACH KHAN

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## OBJECTIVE

To obtain a permanent & challenging position in an organization/Institute of repute where I can display my skills and enhance my capabilities, expertise, abilities and professional skill I have acquired and hope to be a known personality of my field due to the quality of my work. I aspire for a work environment that will expose me to people of various capabilities among whom I can further nurture and enhance my own knowledge. I am a willing worker and I put a lot of effort in my work to achieve any production goals. Punctuality and regularity makes a person perfect and I prefer remaining the same.

## PERSONAL INFORMATION

Father's Name: Rasheed Ahmed  
Nationality: Pakistani  
Date of birth: 28<sup>th</sup> June 1989  
CNIC: 51401-6291437-5  
Marital Status: Married

## ACADEMIC QUALIFICATION

□ **F.Sc** 2008

Balochistan Board of Intermediate and Secondary Education, Quetta

□ **Matriculation** 2005

Balochistan Board of Intermediate and Secondary Education, Quetta

## EXPERIENCE

□ **DH-LINKERS QUETTA**

(As Marketing Manager) Nov 2023 – Nov 2024

- Creating marketing plans based on market research and company objectives.
- Position the company as a reliable partner for logistics solutions based on efficiency
- Analyze competitor offerings to differentiate the company's services, Through pricing, routes, shipping times,

## □ **ASGHAR JEWELLERS**

(As Sales Manager)

Oct 2013 – Aug 2023

- Looking after the customer services as per their satisfaction
- Providing quality service to customers
- Providing extra support to administration

## □ **DANY TECHNOLOGIES**

(Manager Customer Care)

June 2011 – June 2012

- Providing administrative support
- Working for the productivity, profitability and plans for company's growth
- Handling warranty claims
- Dealing with customer complaints and providing their solutions
- Building good and strong relations in market at the core level
- Dealing with distributors, wholesalers and retailers

## □ **WARID TELECOM - KHUZDAR**

(As Customer Care Executive)

Jan 2008 – Nov 2010

- Dealing customers
- Handling complaints
- Building good and strong relations in market at the core level
- Managing inventory (SIMS, Cards)
- Managing easy load services

## **TRAININGS**

### □ **WOOD WORK PROGRAM (Short Course)**

Sep 2007 –

Dec 2007

National Vocational & Technical Educational Education Commission, Prime Minister's Secretariat, Government of Pakistan

### □ **WINDOWS / MS OFFICE (Short Course)**

Jun 2006 –

Dec 2006

National Vocational & Technical Educational Education Commission, Prime Minister's Secretariat, Government of Pakistan

☐ **WOOD WORK PROGRAM (1 Year Diploma)**

Mar 2006 – Dec 2006

Directorate of Manpower and Training, Trade Testing Board, Government of Balochistan

☐ **WELDING PROGRAM (1 Year Diploma)**

Mar 2005 – Dec 2005

Directorate of Manpower and Training, Trade Testing Board, Government of Balochistan

**REFERENCES**

- ☐ Will be provided upon request

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