



# RAJA HASSAN MAHMOOD

## Objective

Looking for a challenging role in a reputable organization to utilize my technical, database & management skills for the growth of the organization as well as to enhance my knowledge about new and emerging trends in the banking, telecom and hospitality sectors. Highly recognized in the community, I can meet the challenges that your company will entrust me.

## Education

### Master of Science in Mathematics (M.Sc.)

2007-2009

**University:** International Islamic University Islamabad, Pakistan

### Bachelor of Science (B.Sc)

2005-2007

**University:** University of the Punjab, Pakistan

## Work Experience

### Sales Manager

Park View Enclave (Pvt) Limited



Apr 2021-Sep 2023

- Achieving growth and hitting sales targets by successfully managing the sales team
- Designing and implementing a strategic sales plan that expands company's customer base and ensure its strong presence
- Managing recruiting, objectives setting, coaching and performance monitoring of sales representatives
- Build and promote strong, long-lasting customer relationships by partnering with them and understanding their needs
- Present sales, revenue and expenses reports and realistic forecasts to the management team
- Identify emerging markets and market shifts while being fully aware of new products and competition status

### Sales Executive

QInnovation FZ LLC, Dubai U.A.E



Dec 2019-Mar 2020

- Conducting market research to identify selling possibilities and evaluate customer needs.
- Support components from users and customers.
- Actively seeking out new sales opportunities through cold calling, networking and social media.
- Setting up meetings with potential clients and listening to their wishes and concerns.

## CONTACT INFORMATION

**Visa Type:** Own Visa (Freelance)

**Contact:** +971-56-2379967  
+92-336-5446278

**Email:** rajahassan185@gmail.com

**Address:** Al-Ansari Exchange  
Building, Meena Bazar, Bur Dubai,  
Dubai, UAE

## PERSONAL INFORMATION

**Date of Birth:** February 1<sup>st</sup>, 1986

**Place of Birth:** Doha-Qatar

**Emirates ID:** 784-1986-9207025-7

**Passport No.:** NV0155443

**CNIC No.:** 37202-3182544-7

**Marital Status:** Married

**Religion:** Islam

**Driving License (U.A.E /  
Pakistan):** LTV(Manual-Automatic)

**Languages:** English, Urdu, Hindi  
Punjabi, Arabic

## PROJECTS

### 2010-2011:

Financial Essentials & Statistics  
Ministry of Economic Affairs &  
Statistics-Pakistan

## AWARDS

### July-2012:

Excellence Performance Certificate  
Sybrid (Pvt.) Ltd.

### September-2012:

Excellence Performance Certificate  
Sybrid (Pvt.) Ltd.

### June-2021:

Employee of the Month  
Park View Enclave (Pvt) Ltd.

### October-2021:

Employee of the Month  
Park View Enclave (Pvt) Ltd.

## SKILLS

- Interpersonal Skill
- MS Office
- Market Research
- Strong Work Ethic
- Leadership & Analytical Skills
- Technical Writing

## HOBBIES

Football, Cricket, Travelling,  
Reading, Watching Movies

## ONLINE PROFILE

<https://ae.linkedin.com/in/raja-hassan-mahmood-51b8a6110>

## REFERRALS

(Available upon request)

## Work Experience CONTINUED

### Field Officer

Valustrat Management Consultancies LLC, Dubai U.A.E

Oct 2015-Dec 2019



- Collaborate with team members to achieve better result
- Contact the customer and the company they work for.
- Maintain database of Retail Credit Facilities in CPV ` Register. Liaise with Operations Dept to ensure all approved.
- Other sections in Operations (COPS and Credit Card) for loans and credit cards proposals related issues.
- Ensure the successful and timely implementation of project activities, including the accuracy of financial.



### Messenger

Desert Eye Building Security Services LLC,  
Dubai U.A.E

Jun 2013-Aug 2015



- Remembering key information to complete pickups and deliveries suchas codes for entering buildings and routineroutes.
- Observing all traffic rules on prescribed routes to ensure safe delivery of documents and goods.
- Determining which packages and documents are to be picked upor delivered and verifying the destination addresses.
- Obtaining signatures, appropriate documentation and payments for items picked up or delivered.

### Customer Relation Officer

Sybrid Pvt. Ltd, A Lakson Group of Company

Jan 2012-Apr 2013



- Attend all kind of Inbound Calls (Complaint/Information/billing)
- Achieve established standards for call handling quality.
- To resolve customer's complaint over the call.
- Enter customer's data as per defined standard operating procedures.
- To meet all the other quality benchmarks established based on consumer feedback.

### Data Entry Operator

Zong Pakistan

Dec 2009-Jan2012



- Inserting data by inputting text based & numerical information.
- Reviewing data for deficiencies or errors.
- Correct any incompatibilities if possible & check output.
- Compiling, verifying accuracy & sorting information according topriorities
- Providing administrative support &any other tasks assigned by Manager.

## Certification

### Session: 2005 Computer Application Course

Institute: Modern Institute of Informatics & Management

Duration: 6 months

### Session: 2011 Adobe Photoshop 7.0

Institute: Taj Institute of Graphics

Duration: 2 months