

MUHAMMAD SUMAIR ZUBAIR

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OBJECTIVE	<p>To contribute towards the growth & development of an Organization that offers learning opportunities and professional environment.</p> <p>Also to utilize my confidence and skills in most esteemed organization where I groom my professional career to maximum and give at most benefit to objectives of the company and put flair of innovative and rapid success in my career.</p>	
KEY SKILLS	<ul style="list-style-type: none">➤ Huge experience in business-to-business telemarketing.➤ Great knowledge of organizational buying behavior and the influences upon it.➤ Exceptionally motivated and eager to succeed.➤ Profoundly resilient and energetic.➤ Great positive thinker with a can-do attitude.➤ Remarkably astute, diligent and commercially aware.➤ Profound ability to take ownership of problems and find suitable resolutions.➤ In-depth ability to think clearly and critically.➤ Excellent communicator.➤ Strong ability to interpret and understand complex issues.➤ Uncommon ability to manage own workload and use initiative.➤ Immense ability to give attention to detail and to follow company procedure.➤ Envious outgoing personality.➤ Remarkable ability to establish rapport with potential clients.➤ Sound organization skills.	
PERSONAL DATA	Marital Status Date of Birth Religion Language Punjabi	Married 18 March 1987 Islam English, Urdu,

	<p>Passport No BE5097842</p> <p>Driving License & OWN CAR IN OMAN UAE DRIVING LICENSE</p>
<p>VISA STATUS</p> <p>EXPERIENCES</p>	<p>FAMILY VISIT VISA OMAN (EXPIRING 28TH DECEMBER 2017)</p> <p>1-Freelancer Trader Forex</p> <p>DURATION: OCTOBER 2015- PRESENT</p> <ul style="list-style-type: none"> ➤ I search investors through connection and build relationship with them ➤ I provided managed account trading services to investors ➤ I provide investors with market analysis and paid trading signals ➤ I manage the investor's accounts on an indefinite term and help them in achieving their financial goals. <p>2-Golden Capitals</p> <p>DURATION : March 2015 - September 2016</p> <p>As OWNER /CEO</p> <ul style="list-style-type: none"> ➤ I had this company to provide financial consultancy to investors ➤ Managing the funds of investors through power of attorney ➤ Managing the staff of 4 employees to process the work ➤ I was providing technical and fundamental analysis related to investment ➤ I was building the relationship with investors and focused on growing the organization structure <p>3-Qarma Valet Parking Abu Dhabi, U.A.E</p> <p>DURATION: February 2014 - October 2014</p>

As a Managing Partner

- I was responsible to manage the business and to handle all the works.
- I created the company profile, website and establish business from the very beginning.
- I brought 3 contracts for valet parking at different locations of Abu Dhabi.
- I did marketing, business development, administration, purchasing, basic accounting, operation handling for Qarma Valet Parking.

1- Class Group(Sultan al Mazroui Group) Abu Dhabi , UAE

DURATION: FEBRUARY 2013 - FEBRUARY 2014

As a Marketing Specialist Cum Business Development

- I was responsible to do online, telephonic and face to face marketing to hotels, malls, government organizations, hospitals and event venues.
- I was responsible for bringing Valet Parking, Car Wash service contracts.
- I was in development section so providing advices, ideas and possible implementation in the operation.
- I was handling purchasing, bridging company with suppliers, handling electronic advertisement of all types.
- Achieved bonus and commissions on hard work and best performance.

2- One World Financials DMCCDubai , UAE

Duration: JANUARY 2012 - NOVEMBER 2012

As a Financial Executive

- I was responsible of bringing business in Dubai Branch & maintaining relations with existing clients.
- I was conducting the daily online trading on the behalf of client's fund.
- I gained awesome knowledge about Forex, commodities 24 hour international market.
- I also gained experience of conducting online trading and was gone through the daily trends of buying/selling

of currencies & commodities.

- I brought good number of investors/clients by conducting telephonic marketing & general marketing.

3- AL Hilal Laboratory and Medical Supplies, ABUDHABI, UAE

Duration: December 2010 - May 2011

As a Sales Executive

- Gained knowledge about laboratory equipment specifications and installation methods.
- Responsible for handling admin works including making of Quotations, Invoices, Delivery note, Regret letters etc.
- Maintaining excellent relation with existing customers and developing new customers by making visits & telephonic conversation
- Keeping record of all business and arrange them in files
- Follow up the tenders and negotiate the prices according to customer demand.
- Achieving weekly sales target
- Provide guest services to foreigner's clients/principals and help them in having an excellent stay in country
- Attended Arab Lab international exhibition and made excellent connections of the company with international market & clients.

4- Next age Technologies - Lahore, Pakistan

DURATION: June 2010 to November 2010

As a Floor Manager

- Building a team that effectively supports client programs, products and services.
- Driving the development of superior customer service and high performance.
- Leading workflow distribution and floor management to ensure service levels are satisfied.
- Hiring, training/developing, motivating, coaching, evaluating and retaining qualified staff.
- Maintaining service, talk/wrap time, data, and both client and consumer satisfaction levels.

Educational Background	<div> ➤ 2006 - 2010 BS (Hon's) - Graduation Bahawalpur - Pakistan. </div> <div> THE Islamia University of </div> <div> ➤ 2004-2006 F.Sc - A Level, Boys Chashma -Pakistan. </div> <div> PAEC Model College for </div> <div> ➤ 2001-2003 Matriculation - O' Level, Boys Chashma - Pakistan. </div> <div> PAEC Model College for </div>
IT SKILLS	Windows Xp, Vista, Installations, Internet, Microsoft office 2003, 2007.
REFRECE	WILL BE AVAILABLE ON DEMAND.