**IBRAHIM RASHID**

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**Professional Summary:**

Fast-learning, results-oriented employee, utilizing organizational and leadership skills to drive business goals. Possessing exceptional problem-solving and analytical skills. Works effectively and efficiently in high-performing teams.

**Skills:**

* Excellent communication
* Ability to understand different diversities and cultural competence
* Leadership
* Marketing and Social media
* Outstanding time management
* Problem solver
* Customer service
* Adaptability
* Target-driven and resilient
* Capability to surpass expectations at any given task
* Able to maintain a high standard of work under pressure

**Experience**

**Digital Marketing Executive** **Blackburn Audi** (Maternity cover) Oct 2022-Feb 2023

* Performed a social media marketing strategy to increase brand exposure and audience engagement through Instagram and YouTube. Took photos and videos of all the cars following a specific structure to be advertised online. Conducted stock management of new and used cars for due-in reports.
* Managed Autotrader adverts ensuring all descriptions were completed to a high degree of quality in order to influence sales. Produced voiceovers for videos to provide an in-depth analysis of each car, allowing the online browsing experience to be simple and pleasurable.

**Warehouse Picker, Next Bradford** May 2022-Oct 2022

* Assembled and wrapped products into pallets using skin wrap machines. Operated handheld barcode scanners, accurately managing inventory and reducing errors. Adhered to all health, safety and environmental protocols, reducing critical compliance incidents. Planned and monitored product storage and dispatch, reducing breakages and exceeding quota levels.

###### Retail Sales Assistant, Footasylum Bradford Dec 2019-May 2022

* Received and organized merchandise daily to help maintain shop stock. Advised customers about available products matching stated desires. Checked and updated price tags with current prices and discounts.
* Greeted customers upon entry and assisted with product and service inquiries. Restocked and matched supplies with customer demand. Met customers to offer prompt assistance and assess current needs.

###### Sandwich Artist, Subway Skipton June 2019-Dec 2019

* Employed strong attention to detail when compiling orders, taking extra care with ingredients and allergen information. Provided nutritional advice and menu recommendations reflecting customer preferences, demonstrating strong product knowledge. Maintained cleanliness by emptying trash cans, mopping floors, and wiping down counter areas. Took on key holding responsibilities to assist with store opening and closing procedures, checking tills, and maintaining budget records.
* Built rapport with regular customers by remembering their order preferences and striking up conversations.

**Receptionist, Upgrade Windows Burnley** Aug 2018- Feb 2019

* Handled incoming telephone calls, greeted visitors and answered queries on in-house facilities to enhance visitor experience. Took payments by phone and in person, reconciling banking and accounting systems each day. Responded to emails providing answers to queries and passing on relevant messages. Greeted in-person guests and offered immediate assistance with diverse needs.
* Scanned, typed, and mailed office documents to internal and external parties.

**Education**

Access to HE - (Equivalent to A levels) Science, May 2021 Bradford College, Bradford

**30 Distinctions/15 Merits**

BTEC Extended higher diploma Applied Science, May 2019 Craven College, Skipton

**Distinction\*Distinction Distinction**

**GCSES, Jul 2017** South craven, Sutton

* Maths 5
* English Language 5
* English Literature 4
* Geography C
* Business C
* Statistics B
* Science double award B
* Engineering Merit
* IT application skills Merit
* Art and Design Pass

**Accomplishments:**

I have successfully created two Instagram theme accounts with a combined following of over 220k over the last few years. Known as Ajboxingmedia **194K and** 2paclegacylives **40K.** As well as achieving the following:

* Driving and SIA badge licenses
* First Aid, Customer service, and employability certificate awards
* Level 1 Certificate in introduction to the facilities industry- Customer service (City and Guilds)

**Interests:**

* Sports
* Aviation, tourism, airplanes, and plane spotting
* Travelling and sightseeing
* Social media trends
* Hanging out with friends
* Leadership roles and volunteering
* Technology

**References**

Upgrade windows Zahid Rasool - Director ([Info@upgradewindows.co.uk](mailto:Info@upgradewindows.co.uk) 01282441227) Blackburn AudiDavid Wilkinson- General sales manager ( [David.Wilkinson@Blackburn.audi.co.uk](mailto:David.Wilkinson@Blackburn.audi.co.uk) 07920151399)