**CURRICULAM VITAE**

**NAME: Amir Mohd Hanif Shaikh**

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**CAREER OBJECTIVES**

TO STRIVE HARD AND PERFORM MY LEVEL BEST IN AN ORGANISATION WHICH GIVES ME AN OPPORTUNITY TO PROVE MY ABILITIES .I WOULD LIKE TO CONTRIBUTE TO MY MAXIMUM CAPACITY TO BE RENOWED PROFESSIONAL & CREATE MY OWN IDENTITY IN THE CORPORATE WORLD.

**EDUCATIONAL QUALIFICATION:**

GRADUATE (B.M.S)(Bachelor Of Management Studies) (2013 -16)

HSC PASSED (2012 -2013)

SSC PASSED

**WORK EXPERIENCE:**

Worked as counter sales at BRAND FACTORY outlet (Jun 2011 to Dec 2011)

Worked at Saffron Mall as fashion Consultant – (Apr 2012 to Jan 2013)

Worked with JACK& JONES BRAND as fashion Consultant from (May 2016 to Feb 2017)

Worked at Kapil’s Salon as Product Manager (Fashion Product) from (Feb 2017 to March 2019)

* Roles and Responsibilities :
* Leading team with daily Check Work
* Auditing
* Stock Inventory
* Placing new order’s as per requirement
* Maintaining weekly data for company’s record
* Achieving growth and hitting sales targets by successfully managingthe sales team
* Designing and implementing a strategic sales plan that expands company’s customer base and ensure it’s strong presence.
* Managing recruiting, objectives setting, coaching and performance monitoring of sales

Representatives

Currently working as a “Senior Technical Support Engineer” at Reliance Industries Limited since March 2019 till date

* Roles and Responsibilities
* Leading team with daily Check Work
* Cheking weather the billing appilcation is working proper or not
* Troubleshooting the application if any issue arise.
* Maintaining weekly data for company’s record
* Monitering the servers
* SAP support.( FICO,BASIS,L2SAP)

**COMPUTER CONCEPT:**

* Computer - Basic Concepts,
* Excel - Basic
* Power point & Internet.

**LANGUAGES KNOWN:**

|  |  |  |  |
| --- | --- | --- | --- |
|  | **SPEAK** | **WRITE** | **READ** |
| **ENGLISH** | **Yes** | **Yes** | **Yes** |
| **HINDI** | **Yes** | **Yes** | **Yes** |
| **URDU** | **Yes** | **No** | **Yes** |

**PERSONAL INFORMATION:**

FATHERS NAME :Hanif Hakimullah Shaikh

DATE OF BIRTH : 26/12/1995

MARITAL STATUS :SINGLE

NATIONALITY :INDIAIN

LANGUAGE :ENGLISH,HINDI

GENDRE :MALE

DECLARATION:

I HEREBY DECLARE THAT THE ABOVE MENTIONED STATEMMENT ARE TRUE AND CORRECT TO THE BEST OF KNOWLEDGE AND BELIEVE

**DATE : Yours Faithfully Amir Mohd Hanif Shaikh**