

Moeed Umar Khan

House No. 525, Nizam Block, Allama Iqbal Town, Lahore
moeedumar@gmail.com | +92-300-3094626

To secure a career in a reputed organization, which appreciates professional approach and smart work, where I can utilize my knowledge, skills and experience in contribution towards fulfilling the company's growth and objectives.

Education

Preston Institute of Management Sciences and Technology
Bachelor of Science in Information Technology
City: Karachi
October 2016 | 3.4 CGPA

Arena Multimedia
Advance Diploma In Multimedia
City: Hyderabad
August 2005 | 58%

Public School Hyderabad
Intermediate Pre-Engineering
City: Hyderabad
October 2000 | 65%

Awards

Creation Galore
Arena Multimedia Hyderabad
November 2003

Quiz Competition
Radio Pakistan
March 2002

Skills

Leadership
Marketing
Sales
Multimedia Softwares
Digital Media

Professional Experience

Business Development Manager

Bestage Cables | Lahore, Pakistan Jan 2018 - Present

- Making and execution of marketing plans to promote the business among different cities of Pakistan
- Lead the marketing and sales team to visit the market in an efficient way and meet the daily, monthly and quarterly targets
- Meeting directly with clients along with marketing team member for business deals and analyzing their needs which help the business to grow faster
- Making marketing analysis to promote the business and making space for this new brand among the market competitors
- Analyzing the customers' database for business decision making

Business Support Manager - Pakistan

Eureka Global Education | Karachi, Pakistan Jul 2014 - Dec 2017

- Created the complete course curriculum for Eureka IT and Multimedia as per the need of the current market along with R&D team
- Lead the designing team to design campaigns for launching of the new course and later, promotional campaigns for each campus and the brand
- Travelling to Hyderabad, Lahore, Islamabad and Peshawar to meet with clients in cooperate sector for new business deals and partnerships
- Making liaison between Eureka and other Educational Organizations for students' credit transfer
- Meeting with brand executives for cross branding and promotions
- Making and execution of marketing plans to promote the campuses in different cities of Pakistan
- Making marketing analysis for opening new franchises in different cities of Pakistan
- Training of new employees of the company and franchisee
- Quarterly internal audits of all the existing franchises to maintain quality education system in all the branches and support them in growing business
- Setting up target plans for each manager of campus on monthly, quarterly and yearly basis and then work with them closely to achieve those settled targets
- Identifying and monitoring the competitors performance in the market place

Operational Manager

KM Educational Services | Karachi, Pakistan Jan 2011 - Jun 2014

- Business development/planning/counseling/media relationship all over the country
- Setting up target plans for each manager of campus on monthly, quarterly and yearly basis and then work with them to achieve those settled targets
- Training of new employees
- Analyzing the customers' database for business decision making
- Identifying and monitoring the competitors performance in the market place
- Quarterly internal audits of all the existing branches
- Identifying and monitoring the competitors performance in the market place
- Advancing the company's strategic positioning with key accounts and strategically important geographies

Video Editor & Animator

Digiclip (BBCL Group) | Karachi, Pakistan Feb 2007 - Jun 2009

Faculty and Academic Head

Arena Multimedia (KM Educational Services) | Karachi Feb 2005 - Dec 2010

Video Editor & Animator(freelancer)

The Image Productions | Hyderabad, Pakistan Nov 2004 - Jan 2007

Project Supervisor

Software Soft | Hyderabad, Pakistan Nov 2002 - Feb 2004

Self Learning	Functional Areas	Industries
<p><u>HP LIFE e-Learning:</u></p> <ul style="list-style-type: none">• Marketing Benefits Vs Features• Social Media Marketing <p><u>Lynda.com</u></p> <ul style="list-style-type: none">• Market Research Methods• Influencer Marketing• Leading A Marketing Team• Affiliate Marketing• Sales Coaching	<p>Marketing and Sales Administration Advertising Client Services & Customer Support Planning & Development Product Development Sales & Business Development Creative Design Media - Print & Electronic</p>	<p>Business Development Media/Communications Event Management Education/Training Arts / Entertainment</p>
Languages	Softwares	Hobbies
<p>Urdu - Native English - Medium Sindhi - Beginner Punjabi - Beginner</p>	<p>MS Office Adobe Illustrator & Photoshop Adobe Premier & After Effects Steinberg Cubase & Nuendo</p>	<p>Sports Watching TV Traveling</p>