

# MUHAMMAD USAMA

Address: St #23, Mahira Garden-2, Near By SMB Collage, Garden-West, Karachi.

Email: [osamamehboob786@gmail.com](mailto:osamamehboob786@gmail.com)

Phone: +92-336-2164945

## Objective

I intend to earn myself a challenging career & working for a progressive Organization that offers its employee opportunities for professional and personal development.

## Education

- **B.COM (Commerce)** In Continue.....
- **INTERMEDIATE (Commerce)** from Aisha Bawany Government College (SMCHS).[2013]
- **MATRIC (Commerce)** from Rose Patel Grammar.[2010]
- **COMPUTER HARDWARE & NETWORKING** (DIPLOMA CERTIFICATE)
- **COMPUTERIZED ACCOUNTING** (DIPLOMA CERTIFICATE)
- **ENGLISH LANGUAGE** (DIPLOMA CERTIFICATE)

## Experience

- **Assistant Manager Project Sales And Retail Services At Arwa Real Estate & Marketing**

[10 September 2018- PRESENT]

Create segmented propositions required to deliver on the segment insights; Identifying the Market needs and future business requirements of GSM, Fixed, M2M, IOT & Enterprise Mobility. Identifying market attributes and demands of complex business solutions and new production

- Filter potential agents and add them in because I have to do something in my life. For my family key account list  
Generate leads from registered real-estate agents
- Project briefing and knowledge transfer with business owners and their agents
- Make calls to the leads generated by real-estate agents
- Arrange Business meetings prospective clients
- Present the project favorably and in a structured professional way
- Gives benefits and capital gains as well as rental returns to customers
- Help investors to make safe, sound, and well-informed investments with high returns and handsome rental incomes
- Maintain good relations with clients and real-estate agents

- **Freelance Sales Person**

**[10 September 2018– PRESENT**

- Order generation from retailers
- Order generation from Consumers with the help of social media
- Purchase stock from MD (Mini distributors)
- Deliver orders to retailers and consumers
- Payment collection from retailers of given stock
- Maintain Daily PSI Reports

- **Sales Representative at Huawei Technologies**

**[15-July 2016 – 31-August 2018]**

- Build Relationship in Market
- Check & Deploy POSM
- Check & Highlighted Potential Dealers/Retailers to Ensure Proper Stock Availability
- Manage Promoter Team
- Set Promoters Goals & Evaluate Promoters Productivity
- Find Good Retail POS,
- Analyze Dealers/Power Retailers Business & Help to increase their Sellout
- Joint Visits with Distributors Team & Highlight Market Gaps
- Push Promoters for Daily Target Achievement
- Manage PSI for Potential POS
- Find Good Space for Marketing (Branding/Shop Fascias)

- **Assistant Under HR & Computer Operator at Sonya Battla PVT LTD**

**[1-June 2014 – 10-July 2016]**

- Ensuring daily attendance of factory employees and checking their attendance Daily inspection of
- finished product at the factory...
- Daily prepare products costing sheet
- Every week preparing payroll wages of factory Employees with HR after then distributing it with HR...
- Daily check-in-balance between factory and outlets Stock and solve the problem of employees.
- Every week going outlets and collect all over data and collaborate with colleagues for future updates.
- Planning events with colleagues and arranging models for designer suit shoots.

## Personal Profile

**Father Name:** Mehboob Hussain  
**Date of Birth:** 19th of April 1991  
**Nationality:** Pakistani  
**Religion:** Islam  
**CNIC No:** 42301-1913220-7  
**Domicile:** Karachi  
**Marital Status:** Married

## Skills

- Key Account Management
- B to B Sales
- B to C Sales
- Lead Generation
- Negotiation

## Languages

- English
- Urdu
- Gujrati
- Memoni

## Covering Letter

Dear Sir/Madam,

I **MUHAMMAD USAMA** completed my **INTERMEDIATE** from **AISHA BAWANY**. Expressing my desire to work with your Organization.

My Strong educational background along with my practical experience gained in internships will prove me a valuable asset for your Organization. I want to be the part of a team which could provide my career a platform towards success and ultimately give me a chance to grow and make me play a vital role in the success of Organization.

Additionally, I am also active in the co-curricular activities did event management representing my department at different events which shows me a team player having initiative skills.

My full resume underlining my academic credentials is attached together with this application letter for your reference. I am appreciative of your time considering my application, and I look forward to be discussing further about this opportunity with you over a job interview.

Thank you.

Sincerely,

**MUHAMMAD USAMA**