

# ADIL KARIM

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Block #24, Near Chandani chock Sargodha

## Snapshot Summary

- 12+ years of progressive multi disciplinary experience in Sales & Distributions, marketing domains.
- Ability to manage and organize various operations, Sales. (*multitasking skills*)
- Ability to plan & coordinate programs as and when required according to the situation (*planning skills*)
- Enthusiastic, self-motivated and team player. (*personal attributes*)
- Profound computer skills like MS Office – Word, Excel, Power point, Outlook, Sales flow, S&D etc.
- Good Market Knowledge. (*market and business intelligence*)
- Strong interpersonal, organizational and People skills.
- Ability to quickly build and maintain professional relationships; (*customers oriented*)

## Professional Experience:

**Jan 2024 to Till**  
**Commercial Sale Officer**  
Maple Leaf

## Responsibilities:

**Team Management, Distributor Handling, Plan and Execution Sale Target. Follow up daily sale and other Related tasks. Make daily progress sheet, market visit And develop relationship with stockholders. Insure Achieving all task related sale and marketing.**

**Feb 2021 to Dec 2023**  
**Field sales Manager**  
Burque Enterprises (Loreal/Shell Lubricant)

**Responsible for Team Management, Developments of PJP for DSR's, Manage All task related Sales and distributions, Plan and execution of Sales Target. Developed new SD's for business growth. Follow up and daily briefing from DSR. Make daily progress Sheets for DSR and management. Market visit and develop relationship with stockholders. Make presentation on PowerPoint for management.**

**Feb 2013- To Nov 2020**  
**Sale & Operations Manager**  
Raaziq international (Reckitt Benckiser pvt ltd).

**Responsible for handling assets, Manage the sales and operational team. Make planning for achieve sales Target. Conduct morning and evening training session For DSR's. Make daily progress Sheets for briefing. Market visit and develop relationship with Stockholders.**

### **Responsibilities:**

Distributions visibility, Team Handling, Working on PUSH sale Strategies; commit and discharge duties in compliance with the sale and operational Requirements; observe the market Condition and Capable to strategize. Timely line-of-action for better results, Manage the All tasks related distribution and operation like ware Housing, housekeeping sales, accounts etc. Responsible and committed to effectively organizing the workload to exceed daily activity metrics and accurately forecast all revenue opportunities in a timely manner.

### **Education:**

MBA 2018

University of South Asia

Bachelor of Arts 2009

A.I.O.U Islamabad

Faculty of Arts 2006

Board of intermediate & Secondary Education Sargodha

D.I.T one year Diploma in basic computer applications

Garrison computer academy Sargodha

3 Month diploma in office management

Leading Track computer collage Sargodha.

### **Appreciations Achieved**

My biggest achievement as of that is: I am recognized as a reliable and resourceful person with an analytical approach and high level of creative energy. Number of times I was acknowledged as a “hard worker” but the most memorable moment for me is when I was recognized as a “smart worker” among the whole crew; which was melodious to hear but quite challenging to maintain.

### **Personal Information**

Father Name	:	Abdul karim
Date of birth	:	26/11/1986
Nationality	:	Pakistani
Religion	:	Muslim
Marital Status	:	Married

### **References:**

Shall be furnished upon request