

# Ali Akbar

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## CAREER OBJECTIVE:

To work in an organization that always acknowledges and encourages enthusiastic and proactive people to accomplish mutual benefits, where my experience, ability and performance can make an impact on the company's growth.

## ACADEMIC QUALIFICATION:

Matriculation	(Science)	from Board of Secondary Education, Karachi	2002
B.com		From Karachi	2004

## PROFESSIONAL SKILLS:

- ✓ Strong Convincing Skills.
- ✓ Personal Effectiveness Skills.
- ✓ Communication Skills.
- ✓ Teamwork Skills.
- ✓ Efficiency Management Skills.

## PROFESSIONAL EXPERIENCE:

*From Jan 2016 to 15<sup>th</sup> Nov 2016:*

### **BABAJEE Enterprises ( Assistant Manager Felcon Dealer )**

- Daily Sale's Man Recovery Report.
- Making Report of warehouse ( BTK & Scheme 33 & Site ).
- Aging Customer Report
- Unidentified payment search
- Daily Collection
- Making Report of warehouse ( BTK & Scheme 33 & Site )

*From Jan 2016 to 15<sup>th</sup> Nov 2016:*

### **Bulls Eys Communications ( Top Brand Activation Agency )**

- Working as a warehouse lead north Manager

Major duties are supply chain , warehouse dealing with vendors, deploying setup nationwide in given timeline , fulfill safety desires according to company sops, making inventory report for whole Punjab Region monthly , Doing stock taking and managing reports on weekly basis , making Duty Roasters for whole Punjab Region Staff , Executing all Activations on ground and ensuring quality as per client demand

*From Jan 2014 to Dec 2015 :*

*From Dec 2009 to August 2014:*

**T & Q Brothers, Qaiser Associates and Tahir Zaman Marketing      A Project of Unilever Pakistan.**

- All Activation Warehouse Manager at Unilever Pakistan.
- Inventory Manager at Activation Warehouse.
- Bachat Bazar Execution Manager.
- Unilever Bachat Bazar Operation Manager.
- Unilever Activation Warehouse Manager.
- Also worked as Sales Man and Brand Ambassador at Unilever Pakistan.
- As a Manager at Walls Warehouse. (POS Materials)

*From Dec 2005 to 2009:*

**MRM Traders,      A Pioneer/Kenwood  
Distributors.**

**As a Senior Accountant.**

**Main Responsibilities Included**

- Managing accounts of MRM traders in Karachi, Rawalpindi and Lahore Offices.
- Managing all sales invoices of MRM traders to its Punjab, N.W.F.P and AJK's, around 50 dealers.
- Massive visit to dealers for account tally.
- Managing stock reports and audit reports on monthly/quarterly basis.
- Managing ageing reports of dealers.
- Branch costing/expenses calculation on monthly basis.
- Managing recoveries of dealers and forwarding it to recovery department.
- Occasionally word as sales person.

*From Dec 2004 to Dec 2005*

**Zahid Trading,**

**As a Secretary GM**

**Main Responsibilities Included**

- Managing all appointments of GM.
- Occasionally work as sales man.
- Purchasing of office equipments.
- Conduct interviews of office staff.
- Field visit to work sites in overall Pakistan.

*From May 2000 to Dec 2004*

**Zindani Screen Printing,**

**As a Screen Printer**

**Main Responsibilities Included**

- Purchasing of colors for printing for screen printing

- Coordinating with dealers/clients.

*From Feb 1999 to May 2000*

**Magistic Dynamite Line,  
Company.**

**A Cooler/Hot Pot Manufacturing**

**As a Assistant GM.**

**Main Responsibilities Included**

- Personal Business
- Managing operations.

**CAPABILITIES:**

- ✚ Organize and quality orientations
- ✚ Ability to learn, communication skills
- ✚ Teams Skills, imitating
- ✚ Situation sensitivity

**COMPUTER SKILLS:**

- ✚ **OS:** Windows 98/2000/XP/Vista/Windows 7/Windows 8
- ✚ **Proprietary Account Software:** MRM Traders Accounts Management Software.
- ✚ **MS Office Packages:** MS. Word, MS. Excel, MS.

**LANGUAGES:**

- ✚ **English:** Written & Spoken Fluent
- ✚ **Urdu:** Written & Spoken Fluent
- ✚ **Pashto:** Written & Spoken Fluent

**PERSONAL DATA:**

Father's Name : Sher Afzal  
Date of Birth : 03<sup>rd</sup> of March 1984  
CNIC No : 42101-1942987-7  
Nationality : Pakistan  
Religion : Islam  
Domicile/PRC : Karachi (Sindh)  
Marital Status : Married



**REFERENCE:**  
Will be furnished upon request.