



Muhammad Subhan Kalyar

Phone: +92308-8071144

Email: kalyarmianabduhahad@gmail.com

PROFILE

Over 04 years of diversified career in sales and retail. Operations and business development in the sales and retail industry. Get on well with people at all levels, easily make good working relationships, have good presentation skills combining sound analytical research and clear verbal explanation, have good cross functional skills, sales planning, staffing, budgeting, merchandising management, operations management, and strive for quality in everything I do.

SPECIALTIES

- Sales Operations Management
- Stock Management
- Cash and Till Management
- Market Price Scanning

RETAIL CAREER HISTORY

- **DEPUTY BRANCH MANAGER (April-2024 To Countinue)**



- Job Responsibilities.

1. Strong communication and interpersonal skills to lead staff
2. Help customers and work with upper management.

3. Great customer service skills include patience and active listening to ensure customer
4. Enforces daily store operation cleaning, adequately stocked and organized
5. Customer acquisition.

- **BRANCH MANAGER (Aug 2023 To April 2024)**



- **Job Responsibilities.**

Done my responsibilities on cash and operations-related matters, also daily cash and credit closing.

1. Operations of the store.
2. Retaining the highest levels of customer satisfaction.
3. Inventory control, staff handling.

- **ASSISTANT BRANCH MANAGER (Jan-2022 To July 2023)**

MARIA.B.

- **Job Responsibilities.**

1. Prepare a plan to boost sales of the branch.
2. Contact with customers and companies.
3. Ability to articulate ideas clearly and persuasively.
4. Reviewing sales performance.

- **AS A SENIOR SALES EXECTIVE (Feb 2021 TO Jan 2022)**

edenrobe

- **Job Responsibilities.**

1. Responsible for sale Targets.
2. Operations of the store.
3. Retaining highest levels of customer satisfaction.

- **ACADEMIC QUALIFICATION**

Degree	Marks, CGPA	Year	Institution
BCOM CONTINUE	4 th Semester		AIOU
ICS	666/1100	2022	BISE SARGODA
Matric	869/1100	2020	BISE SARGODHA

- **IT SKILLS**

- Familiar with Windows 7, XP, NT, MS Office Strongly grip on excel and formulation.
- Familiar with LAN connections and creating server. Familiar with Retail pro, (CANDELA) And G-Tech.

- **PERSONAL INFORMATION**

Father's name: Muhammad Yar

Gate of Birth: 10, Nov, 2002.

Marital status: Married

Cnic #: 38405-7936137-3

Gender: Male

Nationality: Pakistani

Language: ENGLISH (CONVERSATIONAL) URDU (FLUENT)

Religion: Islam

REFERENCES

Professional and personal references will be available on request