

# Muhammad Raza Tahir

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**Cell #** 0301 – 7478158

**Permanent Address:** House#291 Muhallah Mughalabad Masoom  
Shah Road Multan.

## OBJECTIVE

Looking forward to joining organization where I am given full opportunities to apply knowledge, develop my technical skills.

## EXPERIENCE

**Working as Assistant Sales Manager In Suzuki South Punjab (Till to Date)**

**Worked as Sales and Marketing Executive in Suzuki South Punjab Multan July2022-Dec-2022.**

**Worked as Sales and Marketing Executive in Changan Multan Motors. (March-2021 To April-2022).**

### Key Responsibilities

- Dealing with the walk-in customer.
- Liaison with the Bankers
- Dealership induction process with banks.
- Marketing Activities
- Registration Process.

**Worked as Manager HR in Hameeda Rasheed Institute of Science & Technology Multan, from 9-09-2020 to 30-11-2020.**

**Worked as Lecturer in NCBA&E Lahore Sub Campus Multan From October-2018 to March-2020.**

**Worked as Visiting Lecturer in NCBA&E Lahore Sub Campus Multan From Jan -2018 to October 2018.**

**Worked in various department (Admission Department, HR Department, Academic) In NCBA&E Sub Campus Multan.**

**1 Year Worked in Kips College as a part of Management.**

### Key Responsibilities

- Dealing with the Admissions & Quires.
- Dealing with the Students.
- Liaison with Head office and Campus regarding Education.
- Work on ERP Software.
- Act as a Liaison with Students and Their Parents Regarding their Education Progress.

**06 Week worked as Internee in UBL chowk Shah Abbas Multan.**

**Key Responsibilities**

- Work as a Floor Management
- Process of New Account opening in Bank
- Remittance clearance
- Guiding the Customer for Deposit Cash
- Guiding the Customer for Issues that they are facing in branch
- Guiding the Customer for online payments
- Work with Marketing team
- Work with CS Manager

**2 Year Teaching experience in Nistar Grammer School Multan**

**ACADEMIC QUALIFICATIONS**

DEGREE	Year	INSTITUTE/BOARD
<b>MBA/MS (MARKETTING)</b>	<b>2013-2017</b>	<b>BZU Multan</b>
<b>B.com</b>	<b>2012</b>	<b>BZU Multan</b>
<b>I.com</b>	<b>2008</b>	<b>BISE Multan</b>
<b>Matriculation</b>	<b>2006</b>	<b>BISE Multan</b>

**Personal Information**

- **Father Name:** Tahir Khalid
- **Date of Birth:** 06 – 11 - 1989
- **Nationality:** Pakistan
- **Religion:** Islam
- **Gender:** Male
- **Marital Status** Married
- **Domicile** Punjab

**Refrence**

Will be provided on Demand.