



Muhammad Umar Farooq

Phone number: (+92) 3107525600 (Mobile) | **Email address:**

qumar4133@gmail.com | **LinkedIn:**

www.linkedin.com/in/muhammad-umar-farooq-0b4190210 |

Address: Patiala House, Race Course Road, 54000, Lahore, Pakistan (Home)

ABOUT ME

Enthusiastic fresh graduate seeking an opportunity to apply my academic foundation, acquire new skills, and actively contribute to an organization's growth and development.

WORK EXPERIENCE

19/07/2023 – CURRENT Lahore, Pakistan

ECOMMERCE SPECIALIST TECHNISIA

09/05/2022 – 16/12/2022 Lahore, Pakistan

AMAZON ADS MANAGER E-LEEVATE E-COMMERCE

- Maintained daily sales report of different products in US & UK marketplaces.
- Worked under Amazon ads and account management team.

01/07/2022 – 31/07/2022 Lahore, Pakistan

RESEARCH AND MEDIA MANAGER HCBF ALUMNI ASSOCIATION

- Research on different International and national universities alumni association programs
- Managed official social media platforms of HCBF Alumni Association.

EDUCATION AND TRAINING

2019 – 2023 Lahore, Pakistan

BACHELOR'S IN BUSINESS ADMINISTRATION (BBA HON.) University of the Punjab

DIGITAL SKILLS

Microsoft Office | Digital commerce branding | Freelancing | Logo Designing

ADDITIONAL INFORMATION

PROJECTS

Business Plan of Paper & Cloth Bags biodegradable and environment friendly (PAC Bags)

Financial and Ratio Analysis of Nishat Mills Ltd

HONOURS AND AWARDS

Carrom Board Champion 2023 – HCBF PU

Volunteer Participation HCBF Annual Sports Gala 2023 – HCBF SPORTS CLUB

HOBBIES AND INTERESTS

Playing sports

Cooking and baking

Participating in fundraising events for charity

Photography

CERTIFICATES AND MOOCS

Creative Thinking: Techniques and Tools for Success (Coursera)

Business Analysis & Process Management (Coursera)

Successful Negotiation: Essential Strategies and Skills (Coursera)
