

SHAAF AHMED ZAHEER

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Education

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| 2022 | BSc (Hons) Business (Specialization: Accounting & Finance) Forman Christian College (A Chartered University), Lahore (CGPA 3.666) |
| 2017 | F. Sc Pre- Engineering Fazaia Intermediate College, Munir Road, Lahore |
| 2014 | Matric Garrison Academy for Boys, Tufail Road, Lahore. |

Professional, Work & Volunteer Experience

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| 2024 | Operations & Audit Manager (Present) The Maestros |
| 2023 | Assistant Store Manager Sapphire Retail Limited |
| 2023 | Trainee Branch Manager - Ethnic Outfitters Stores (Private) Ltd. |
| 2022 | Management Trainee Program (6 Months) Outfitters Stores (Private) Ltd. |
| 2021 | Eight Weeks Internship Askari Bank Limited |
| 2020 | RESERVA Campaign The Youth Land Trust |
| 2018 | Entrepreneurship Gala Forman Christian College University |
| 2017 | Fund Raising Project Fazaia Intermediate College |

Projects and Research Papers

- Importance of Customer Experience in Retail Business
- Can Business be started without money?
- How to create customer loyalty in Retail
- Impact of Leadership in Business
- Necessity of University degree for pursuing a career in Pakistan.
- Importance of Soft Skills in Management Roles.
- Risk Arbitrage in Pakistan Financial Markets
- Internet vs offline advertising
- Healthy work environment and employee diversity
- Importance of Leadership in Business

Awards & Achievements

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| 2023 | Winner of Aleempiad Futsal 2023, Al-Aleem Medical College |
| 2023 | Certificate of Appreciation , Al-Aleem Medical College |
| 2023 | Winner of USA FESTIVASIA Futsal Tournament 2023 |
| 2022 | Cum Laude (Honors) Distinction , Forman Christian College University |
| 2022 | Selected among 12 MTOs out of 700 candidates for Outfitters MTO Program. |
| 2022 | Certificates of Participation , British Council Webinars |
| 2020-2021 | Selected for Erasmus Semester Exchange (Belgium) |
| 2019-2020 | Shortlisted for AYFN Cultural Camp (Japan) |
| 2017-2018 | Runner ups of GACS Futsal & Punjab Olympics |
| 2014 | Hard Worker Award , Garrison Academy for Boys |

Co-Curricular Activities

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| 2020-2022 | Participation in Webinars, FCCU |
| 2019-2022 | Participation in Futsal, FCCU |
| 2019 | Participation in Nature Campaign, Reserva (The Youth Land Trust) |
| 2018 | Event Management, FCCU |
| 2016-2017 | Punjab Olympics (Football), Fazaia Intermediate College |
| 2014 | Inter House Football Tournament, Fazaia Intermediate College |
| 2014 | Inter House Cricket Tournament, Garrison Academy for Boys |
| 2013 | Essay Writing Competition, Garrison Academy for Boys |
| 2012 | Art Competitions, Garrison Academy for Boys, Fazaia Intermediate College |

Skills & Interests

- **Skills:** Staff Management, Visual Merchandising, Customer Service, KPIs Management, Data Analytics, Decision-Making, Communications, Inventory Management, Reporting, Financial Analysis, Presentations, Forecasting, Operational Excellence, Research Analysis, Strategic Planning, Leadership, Detail-oriented, Sales/Stock Management.
- **Tools:** Power BI, CRM, MS Office, QuickBooks, Dynamics 365
- **Languages:** English, Urdu, German (A1), French (A1)
- **Hobbies/Interest:** Football, Cricket, Badminton, Swimming, Gaming & Reading

Summary

Am an ambitious, versatile, and self-motivated individual. Experienced in managing sales, staff, inventory, and operations. Driven and result oriented, with polished communication skills and analytical expertise. Highly adaptable with a global perspective and multicultural understanding. Working with Outfitters Stores (Private) Ltd, Sapphire Retail Limited, and The Maestros, I have enhanced my skills in Sales and Operations, Business Development, Staff Management, Visual Merchandising, Inventory Management, Customer Service, Decision-Making, Complaint Handling, Financial & Business analysis, KPIs Management, CRM tool, Reporting, Forecasting, Planning and Leadership. I'm a great team player, having effective leadership qualities and I believe that's one skill that really sets me apart from other people. Whatever team I might be managing, I end up achieving all goals. I'm also very effective at achieving operational excellence, getting my teammates to be at their A-game without having to push them or be too micro-managing. Interested in working for a reputable, established firm or company.