

MUHAMMAD TANVEER
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Education

MBA- University of South Asia. Lahore	2015
Bachelors of Commerce Govt College of Commerce Sargodha, (University of Punjab, Lahore)	2010
Diploma in Commerce Govt College of Commerce Sargodha (Punjab Board of Technical Education, Lahore)	2007
SSC Government high school Chak No 101 NB, Sargodha, (BISE Sargodha)	2005

Professional Experience

Sales Executive Marketing & Supply Chain Department. August 2015 to Present
Maple Leaf cement factory Ltd

Responsibilities

- Product marketing at its launch in **Sargodha, Mandi Bhaudin, Chiniot and Shorkot.**
- Open new dealers.
- Arranging road functions.
- Managing database of clients and end users.
- Managing logistic system of the company in relation to the particular dealers.
- B to B marketing.
- Responsible for the product's business in particular areas.
- Finding potential markets for the product.
- Complains management and its salvation.
- Rotating and analysing end users data for product feedback.

Internship

MCB bank LTD katchery Bazaar, Sargodha June2010, to Sept 2010

- Front Desk responsibility.
- File Management
- Listing & negotiating with Clients.
- Accurately updating the other internee's files.

Certifications & Trainings

Certificates given by Tariq Sayed Sehgal CEO of Maple Leaf Cement Company limited

- 1 -Khudi ko kar Buland Itna” (presented by Arif Ijaz adviser to CEO, Professor at Lums)
- 2 -Hand on with receivables (presented by Arif Ijaz adviser to CEO, Professor at Lums)
- 3 -Leadership (presented by Arif Ijaz adviser to CEO, Professor at LUMS)

Achievements

- Best (**Maple Leaf**) sale team of the year.
- Received **bonuses** on meeting team **targets**.
- Member College Literacy Society.
- Arranged several College functions held In College.
- Captain Football Team 2011-2015 Session College Team.

Personal Information

Date of Birth: May 15, 1990

Marital Status: Married

References will be furnished on request