

**SYED RIZWAN UL HASSAN**

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**OBJECTIVE:**

Work in a dynamic and professional environment where skills, knowledge and abilities can be shared and learnt.

**WORK EXPERIENCE:**

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| **→**        **→**        **→**  **→** | **M/S. Dove Melamine ware (D.M.W)**  **March 2013 Till Date**  **Position: Sales Manager**  In this position my responsibilities are:   * Lead Nationwide sales team members to achieve sales targets. * Handling with distributors and pursue them for their orders and payments. * Plans daily, weekly, monthly customer contacts & prospecting strategies. * Develop new business opportunities to attain higher growth in sales targets. * Monitor employee productivity and motivate team to reach daily dial goals. * Report senior management on sales metrics, opportunities and threats.   **M/S. Tariq Glass Industries Limited. (Toyo Nasic)**  **October 2006 to August 2008**  **Position: Asst: Sales Manager (Tableware)**  In this position my responsibilities were:   * To achieve sales objective through effective, regular and timely market   Coverage.   * Develop new business opportunities to attain higher growth in sales targets. * Supervise team in accordance with company policies and procedures. * To ensure sales target achievement (Primary & Secondary). * Provide timely and effective solutions aligned with clients needs.   **M/S. Tapal Tea (Pvt.) Limited. October 2003 to September 2006**  **Position: Territory Executive Sales**  In this position my responsibilities were:   * Control/Manage the distributor sales activities. * Marketing material availability at distributor. * Plans daily, weekly, monthly customer contacts & prospecting strategies. * Managing the sales force. * Meet Tapal’s customer satisfaction goals by effectively resolving all customer issues. * Generate new clients in the market through market survey. * Keep an eye on competitor activities.   **M/S. English Biscuit Manufacturers (Pvt.) Limited. October 1999 To September 2003.**  **Position: Sales Coordinator**  In this position my responsibilities were:   * Provide information about sales to head office and field staff and also make monthly sales analysis of Lahore / Gujranwala Region. * Handling with all different towns and pursue them for their orders and payments. * Maintain Trade Offer Reconciliation Sheet and claims. * Make monthly targets incentive *(If target achieved.)* |
| ACADEMIC RECORD: |  |
| **Degree Course:** | **» B.Com**  **Session:** 1998  **Marks Obtained :** 760/1300  Hailey College of Commerce.  Punjab University,  Lahore – Pakistan  **» F.A**  **Session:** 1995  **Marks Obtained :** 685 / 1100  Govt. Islamia College, Civil Lines,  Lahore – Pakistan  **» Matriculation**  **Session:** 1993  **Marks Obtained :** 483 / 850  Govt. Islamia High School, Sunnat Nagar,  Lahore – Pakistan |
| **Computer Skills :** | **»** Microsoft Word  **»** Microsoft Excel |
| **Training Course :** | 1. **SELLING EXCELLENCE** conducted by Tapal Tea (Pvt.) Limited. as on October 20, 2003. 2. **MOTIVATION AND SALES SUCCESS** conducted by Tariq Glass Industries Ltd. **(TOYO NASIC)** as on August 18, 2007. 3. **BARCLAY CARD Trainings** conducted by Barclay’s Bank in Dubai as on September 22, 2008. |
| **Professional Skills / Marketing Approach:** | * Customers care. * Client Tracking. * Client objection handling. * Client Follow up. * Monitoring of sales activities in the field. * Manage daily sales assignments to the executives. * Coordination of managerial activities. * Marketing assessment. * Promotional Techniques. |
| **Personal Memoranda:**  **References:** | Full Name: Syed Rizwan-ul-Hassan  Contact number: 03004148377  Date of Birth: November 27, 1977  Marital Status: Married  Religion: Islam  Nationality: Pakistani  Can be provided on request. |