

Saad Siddiq

E-mail: saadsiddiq85@gmail.com Phone:03005727489

Address: House #26, Sector A, Fazal Haq Road, Shiekh Maltoon Town, Mardan

Personal Statement:

BBA-Marketing graduate with excellent communication skills and knowledge of customer management and team leadership. Seeking a suitable role at an organization where I can put my advanced-level negotiation skills to drive more leads and expand the reach of the company.

Education:

- 2017-2021 BS in Business Administration (BBA-HONS), Marketing Major.
International Islamic University Islamabad.
- 2014-2016 A'level (Silver Medalist).
Edwards College Peshawar.
- 2012-2014 O'level.
The City School Mardan Campus.

Courses:

- Leadership in digital transformation.
- Data Analytics.
- The impact of digitization on leadership and work.
- Microsoft Excel.
- Social Media Marketing.
- Converting challenges into opportunities.
- Selling online.
- Google Analytics

Volunteer Experience:

- President of “The Devoted Mentors.”
- Research analyst for “TEDxIIUI” in the social media team.

- Organizing member of “Hult Prize-IIUI’18”.
- Member of the social media team for “MOIC-IIUI”.
- Social media activist for American Refugee Committees.
- Member of tree plantation campaign by The Forest Department of GOP.
- Photographer in Islamabad Art Festival.
- Assistant Director Delegate Affairs at EIMUN.

Skills:

- Proficient in MS Office (Word, PowerPoint, Excel).
- Proficient in Google Drive (Docs, Sheets, Slides, Forms).
- Excellent communication skills.
- Problem solving.
- Customer services.
- Project management.
- Marketing.
- Data analysis.

Language Proficiency:

English:

- Spoken: Fluent
- Written: Professional

Urdu:

- Spoken: Fluent
- Written: Professional

Pashto (native):

- Spoken: Fluent

References:

Mr. Mudassir Nawaz Finance Executive at KPEZDMC.

Email: mudassirnawaz93@yahoo.com

Contact number: +92-3469322553