



Waheed Zaman

Manager Sales & Marketing (Building Materials)

PROFESSIONAL WORK EXPERIENCE: 10 YEARS

PROFILE INFO

With over **10 years** of experience in Sales and Marketing, I have honed my skills in Retail, distribution, Corporate, institutional and project Sales. I have worked in different Corporate Companies of building Materials.

I also have experience in launching and developing new product, managing sales team and measuring there Performances.



Phone

+92334 9559180



Email

waheedkhattak06@gmail.com



Address

Rawalpindi – Peshawar

Computer SKILLS:

- Expert in Microsoft office, CRM and ERP.
- Ability to prepare effective presentations of Sales target/ forecast and other sales reports.
- Basic Knowledge of Adobe Premier pro for marketing activities and presentations.

Professional Skills:

- Sales team handling
- Time Management
- Negotiation Skills
- Problem Solving
- Relationship Building
- Effective Communications
- Project Handling
- Strategic Prospecting

WORK EXPERIENCE

Jan 24

Till Date

Regional Sales Manager Flying Cement ltd – North

- Developing distribution network in North.
- Managing Sales team .
- Weekly sales and performances reports for

July-2023
TO Dec
2023

Regional Sales Manager ZAK STEELS - Islamabad

- Achieving monthly sales target through retail and commercial sales.
- Managing team and there performances.
- Market analysis and monitoring trends and strategies of competitors and make analysis report.
- Preparation of different sales and performance reports and presentation for CEO.
- Area coverage and developing retail network.

July-
2022 TO
June-
2023

Area Sales Manager Fast Cables Ltd- Islamabad

- Achieving Quarterly sales targets of Cables and visiting different commercial & local Projects for sales and marketing activities.
- Dealing with different Government and Institutional customers including DHA and FWO, Pakistan Railway, HUBCO, and NDC..
- Visits to Existing customers, contractors, architects and engineers on daily basis and Preparing Quotations, Tenders and weekly performances reports, schedule And minutes of meetings.

LANGUAGE SKILLS

English	100%
Urdu/Hindi	100%
Pashto	100%

PERSONAL INFO

- **DATE OF BIRTH**
21st Dec 1992
- **NATIONALITY**
PAKISTANI
- **RELIGION**
ISLAM
- **MARITAL STATUS**
MARRIED
- **PASSPORT NO& DETAILS**
NO: CW4796103

Feb-
2020 to
April
2022

- Visits to Existing customers, contractors, architects and engineers on daily basis and Preparing
- Ensure the coordination between customers and Factory to ensure timely delivery of the supply.
- Managing and improve client relationship. Controlling outstanding and achieving recovery targets and Coordinating with operations, finance, logistics for smooth execution of orders from quotations/order to dispatch

Assistant Manager Sales

Maple Leaf Cement -

Rawalpindi/Islamabad & KPK

- Achieving monthly sales targets of white/Grey cement & wall putty.
- Market visits to dealers & retailers network and compiling survey report on the basis of daily demand, supply, and rates.
- Coordinate, Supervise and guide Sales and B2B team and set Sales & receivables target to them). Controlling outstanding and achieving recovery targets of accounts through timely collection of payment
- Preparing different reports and presentations regarding sales and marketing for Unit heads.
- Coordinating with operations, finance, and logistics for smooth execution of orders from quotations/order in taking to unloading..
- Ensure the coordination between customers and plant to ensure timely delivery of the supply.

Aug 17
to
Oct 2019

Sales Officer

Bestway Cement Ltd- Rawalpindi/ISB

- Providing assistance in achieving sales target assigned by Line Manager Sales
- Dealing different Government and institutional customers including Chinese companies such as FWO, NLC, Army Housing Directorate, DGP Army, CWO, CGGC, YTGT and H2 Ready Mix.
- Participating in different Tender for Mega Projects with country such as Lahore Sialkot Motorways, Lahore Ring Road, Rawalpindi and Lahore Army housing, Swat Motorways, Kartarpur Corridor, Dasu Dam and Kahuta Dam etc.
- Market visits to dealers & retailers network and compiling survey report on the basis of daily demand, supply, and rates.

Jan-2015

To May- 2017

Sales Manager

Pak-china photo-electric company- Rawalpindi

- Sales and Marketing activities.
 - Daily market visit and preparing sales reports.
 - Manage team and monitoring the performance
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My Education

2020



MBA – Islamic University Islamabad

2015



**B. Sc – Quad e Azam University
ISLAMABAD, PAKISTAN.**

2013

F.sc – Pre-Engineering