



Waleed Munir

Project Coordinator / Project Manager at AL WALIYY BUSINESS COMPLEX

My objective is to seek versatile opportunities for comprehensive career building and continuous professional development by serving in a professional work environment

Contact Info

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Chai Corner Mp Check-Post Sonikot Jutial Cantt
Gilgit, Pakistan

Strengths & Skills

- ✓ Coaching
- ✓ Event Management
- ✓ Project Manager
- ✓ Social Media Marketing
- ✓ Computer skills
- ✓ Interpersonal Skills
- ✓ Public Relations
- ✓ Team facilitator
- ✓ Construction
- ✓ Marketing
- ✓ Sales

Academics

Title	Institute	Score	Date
BSC Hons Environmental science	Forman Christian College University, Lahore	3.0 CGPA	2016
HSSC	Aga Khan Higher Secondary School, Gilgit	63%	2010
SSC	Public School & College Jutial, Gilgit	52%	2007

Experience 5 years

Company	Designation	Duration	
AL WALIYY Business Complex	Project Manager	Jun 2021 - Present	2.9 years
Special Communications Organization	Zonal Marketing Manager	Aug 2020 - Jul 2021	11 months
Chai Corner Gilgit	OWNER	Apr 2018 - Present	6.1 years
Traveler trek & tours	CEO	Aug 2016 - Jul 2018	1.9 years
ROTARY International	President Rotaract club of Forman Christian College Lahore	Jun 2014 - Jul 2016	2.1 years

Work History

AL WALIYY Business Complex	Jun 2021 - Present (2.9 years)
Project Manager AL WALIYY is a first ever state of the art Business Complex in Gilgit Baltistan that aims to provide individuals and businesses of all kinds with modern facilities of offices/workspaces to flourish their enterprises Coordinator Planning, Design & Marketing Coordinator Procurement & On site Operations Coordinator Implementation & Execution Coordinator Business Development Advisor to CEO Advisor to Finance Manager	Gilgit, Pakistan
Special Communications Organization	Aug 2020 - Jul 2021 (11 months)
Zonal Marketing Manager - Advisor to Zonal Head Sales & Marketing - Coordinator to Marketing Affairs in GB - Budget planning of Marketing budget in sec Hq GB - Launch & Management of MKT campaigns - Issuance of Marketing Policies - Assigning duties to Social Media Team - Engagement with communities arranging campaigns to built soft image of organization - CSR planning & execution	Gilgit, Pakistan

OWNER

Gilgit, Pakistan

1. Delegating responsibilities and supervising business operations. **Hiring, training, motivating and coaching employees** as they provide **attentive , efficient service to customers, assesing employee performance** and providing helpful **feedback and training oppourtunities**
2. Acting as a main coordinator of marketing affairs
3. Analyzing market trends with an aim of identifying new markets/customer

Traveler trek & tours

Aug 2016 - Jul 2018 (1.9 years)

CEO

Lahore, Pakistan

Delegating responsibilities and supervising business operations,

1. Carried out a market research and surveys to gain a clear understanding of customer's demand and business intelligence.
2. Created linakages with different businesses specifically **Tourism and Hospitality industry**
3. coordinator of marketing affairs
4. Analyzed market trends with an aim of identifying new markets/customer
5. Provided **Travel, Crowd & Time Management** coaching to the employees
6. Monitoring activities of ongoing projects on sites

ROTARY International

Jun 2014 - Jul 2016 (2.1 years)

President Rotaract club of Forman Christian College Lahore

Lahore, Pakistan

- Represented Rotaract Club of Forman Christian College at Mega Carnival 2016, KPK.
- Organized Annual Cultural Festival 2016 withholding approximately 2500 audience and 400 participants.
- Under my presidential tenure (2015-2016) FCC Rotaract Club won best cultural services award.
- Further achievements in my presidential tenure include:
 - Blood Donation Drive
 - A lecture on CSS
 - Organized Traffic Awareness Campaign
 - Organized trip to Azad Kashmir, Pakistan
 - Visited Charity Schools
 - Initiated "Build with Books" campaign.
 - Organized trip to Hunza Valley, Pakistan (2015)
 - Organized dual destination trip to Hunza Valley and Skardu, Pakistan (2016)
 - presided over club board meetings

(<http://www.fccsocieties.org/directory/rotaract-club/>)

Awards

Title	Authority	Date
Certificate of Leadership	Forman Christian College University Lahore	2016
Certificate of Appreciation	Forman Christian College University Lahore	2016
Cultural Services Award	ROTARY international	2016
Distinction in Core Values	Forman Christian College University Lahore	2016
Distinction in Services	Forman Christian College University Lahore	2016

References

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Faizan Askari | +92355558111

Special Communication Organization
askarifaizan@gmail.com

Industries

- Hospitality
- Travel/Tourism/Transportation
- Services
- Construction

Languages

- Pashto - Native
- Urdu - Native
- English - Medium

Functional Areas

- Marketing
- Human Resources
- Accounts, Finance & Financial Services
- Advertising
- Operations
- Supply Chain Management
- Administration And Office Support

Hobbies

- Traveling
- photography