**Muhammad Shamir Butt**

 Cell: +92 33 55630308, Email: mshamirbutt@outlook.com

**EDUCATION**

* Bachelor of Arts, Political Science. University of Northern Iowa, Cedar Falls, IA, USA (Dec 2021)
* Highschool Diploma, Roots International School, ISB, PK (May 2018)

**AWARDS AND ACCOMPLISHMENTS**

* Outstanding President (University of Northern Iowa)
* Servant Leader (University of Northern Iowa)
* Under 19 Best Swimmer (Pakistan Navy)

 **SKILLS**Non-Profit Leadership, Management, Marketing, Rapport Building, Team Playing, Exceptional Communication, Donor Engagement, Event Management, Fundraising.

 **EXPERIENCE**

Dan Deery Motor Company, Cedar Falls, IA Jan 2022- March 2022 2022
**Sales Consultant**

* Top performing associate.
* Takes advantage of verbal and non-verbal communication skills to build instant rapport.
* Analyzes situations and improvises accordingly without throwing off consumer.
* Maintains product and inventory knowledge constantly keeping up with fresh intakes.
* Logs walk-ins on CRM, closes b2b sales, takes phone ups and makes outbound calls to “Need time to think” Customer.

Helping Hands International, University of Northern Iowa, Cedar Falls, IA. Dec 2017 – Dec 2021

**President**

* Successfully formed relationships with, and helped maintain a $500-$1,500 level donor portfolio.
* Raised $20,000 in Donations and $10,00 in Grants over the course of 2 years to fund and supervise different projects.
* Recruited, coached, and managed a small staff team of 12 associates and 30 volunteers.
* Leveraged problem-solving skills to solve conflicts within the organization and its governing bodies at the University.
* Served as a guidance source, leader, and strategy developer for an organization that contributes to the education of 3,000 underserved students.
* Directed and helped staff make performance, progress, and post-event reports, manage ground operations, and meet deadlines.
* Marketed organization’s work on social media, fraternity events, and doctor’s conferences.

Cloud 9 Glass, Cedar Falls, IA. Dec 2021 – Jan2022

**Salesman/Manager**

* Successfully helped build and maintain a good customer base for a recently established business.
* Entertained customer complaints without harming cash flow or customers.
* Read the room, made instant relationships, and maintained surroundings energy as per need.
* Rose the sale to a stable average of $25,000 per month with $9,000 being generated from extremely profiting items.

College of Environmental Education, University of Northern Iowa, Cedar Falls, IA Aug 2018 – Dec 2019

**Intern**

* Helped Plan and execute the annual main event of the department with over 1200 in attendance.
* Frequently presented department’s work to the Dean of students, department head, and fellow Interns.
* Marketed at connect and Engage Fairs, Zoom Conferences, High Schools, and environment related events.

**Clubs and Organizations**: Kappa Sigma Fraternity, UNI Debate team, Muslim Students Association.