

Muhammad Adil

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CAREER OBJECTIVE

To obtain a career-track position in **Expanded Programme on Immunization**, before sales forecasting and marketing, with a long-term goal of working in marketing management through utilizing my experience qualifications and skills.

Career Profile:

- Detail-oriented, efficient and organized professional with extensive experience in EPI Programme since One and half year.
- Possess strong analytical and problem solving skills, with the ability to make well thought out decisions.
- Excellent Presentation Skills, written and verbal communication skills.
- Highly trustworthy, discreet and ethical.
- Resourceful in the completion of projects, effective at multi-tasking.

PROFESSIONAL EXPERIENCE

Marketing Merchandiser: Different activities in merchandising task since 2021-23 in various Marts

Polio Campaign

UNION COUNCIL COMMUNICATION SUPPORTING OFFICER (UCCSO)

Karachi

Mar 2018–May 2020

Roles & responsibilities:

- Under the supervision of DHCSO's handling all UC-04/UC-06-Teams.
- Process data handling on daily basis as well as in campaign. Share Status and details targets.
- On monthly basis before campaign preparing Area validation, HH Validation, making Micro plan and validation of area mapping.
- Co-ordinate with concern with area validation, Fix sites and share all details and plan.
- Handling data within or after campaign SMC/PMC List, Guest, School, Madrasah, Social Influencer meetings, Doctors meeting, Islamic Scholars meeting etc. Polio Campaign.
- During campaign Refusal conversion activity, focused with daily targets, morning briefing, evening meetings, co-ordination with FF persons details sharing addition and deletion, salary issues, handling admin issues with support HR and Admin.
- Co-ordinate with Security persons Police and Rangers. Timely informed all activities and asked in UPEC meetings.
- Co-ordinate with UC members General secretary, Chairman, counselor and UC level Staff.
- Co-ordinate with DHO/THO/PEO, for outreach plan and suggestions follow up with Vaccinators and visits Outreach sites.
- Co-ordinate on timely with required DHCSO's meetings, required plans and activities as required.
- Co-ordinate timely with DSO's and data completion on meet on or before deadlines.
- Assisting in organizing and implementing training on daily basis to AS and CHW's to meet campaign needs of the EPI programmes

Polio Campaign

Community Health Worker (CHW)

Karachi

2017 to 2017

Roles & responsibilities:

- House-to-House mobilization for polio and routine immunization.
- Process data handling all weekly plan, areas shuffling, details targets.
- Process data for promotion, and well maintained quality control.
- Co-ordinate with health worker and health Incharge of immunization site and provide lists.
- Handling data for Polio Campaign.
- Visit with Area Incharge/TSP in Area in front of walking childs.

Pakistan Tobbacco
Team Leader (CAPSTAN-MORVEN GOLD)
Roles & responsibilities:

Karachi
May 2017 to Dec 2017

- Handling data from PTC Server for all BA's activity, develop detailed activity schedule.
- Process data handling all monthly plan, areas shuffling, details targets.
- Process data for promotion, and well maintained quality control.
- Proper records with coordination FOM, TE and SP.
- Handling data for market competitors.
- Visit with FOM and Area TE in front of walking customer and shopkeepers.

Shangrila Foods (Pvt.) Limited
Asst. Brand Executive
Roles & responsibilities:

Karachi
2012 to 2014

- Handling data for marketing creative dept.
- Process data handling all Marketing ATL/BTL activity plan
- Process data for promotion cable net and other platforms.
- Proper records maintain of sales/merchandiser collateral.
- Handling data for marketing creative dept and media plan.
- Received excellent ratings on all performance evaluations.

Shan Foods (Pvt.) Limited
Asst. Marketing Executive
Roles & responsibilities:

Karachi
2007 to 2011

- Process all Kind of marketing collateral, Marketing POS material
- Socially savvy interested in a Marketing position that will utilize business and management education and organizational and communications skills to effective marketing presentations.
- Process data handling all Marketing ATL/BTL activity plan
- Process data for promotion cable net and other platforms.
- Proper records maintain of sales/merchandiser collateral.
- Handling data for marketing creative dept.
- Capability to handle all the work of CD In charge.
- Enhanced Company Website and all Media plan with publication.

EDUCATION

Bachelor in Commerce from Karachi University	Year – 2002
• Intermediate from Karachi Board	Year – 2000
• Matric from Karachi Board	Year – 1996

COMPUTER SKILLS

Well Expert in Microsoft Word, Excel, PowerPoint, Outlook Express, Microsoft Windows XP Professional.

Designing applications. Adobe PS, Adobe Illustrator, Freehand software etc.

STRENGTHS

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- Enthusiasm to work in teams, co-operatively working as a member of a team and committed to the overall team objectives as well as the ability to work individually.
 - Leadership in steering and motivating teams, problem-solving and projects in the right direction to deliver positive results.
 - Highly self-motivated and goal-oriented, quick learner and willingness.
 - Ability to take up responsibilities and stretch in order to achieve desired goals and objectives.

PERSONAL DETAILS

Date of birth: 25th of August 1974
Sex: Male
Marital status: Married (3-kids)
Nationality: Pakistani
Languages: Good in English speaking & Urdu.