



SAQIB MAJEED

Address. Ladhe Wala Warraich Gujranwala
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Objective:

To contribute to a stimulating environment with challenging job where I can utilize my knowledge and skills effectively and efficiently.

Academic Qualification:

Intermediate

Bise GRW-2015

Graduation

AIOU Islamabad. (2020).

Job Information 1:

Joining: Oct, 2017 - Till May 2019

Designation: (DVO) Distribution Voyage Officer

CM Enterprises. (Hybrid) (Under Instructions of CCBPL Gujranwala)

Key Role & Responsibilities:

- Ensuring Stock availability and achieving Primary sales targets of distribution
- Ensuring Timely Supply of Stock to shop.
- Cultivating relationships DDP Department
- Placement of Order to CCBPL
- Load Management in order to keep smooth supply and Stock Level
- Bridge Between Distributor and CCBPL staff
- Supervision of Financial Matters of Outlets Discount

Job Information 2 :

1. Shell Select Shop

Duration: May 2022-till Feb 2023

Designation: Accounts & Audit

Professional Skills.

- A self-starter with a strong sense of urgency who respond positively to challenge and pressure
- A fast learner who is a practical and ingenious problem solver.
- A fluent and articulate communicator, flexible and responsive, self-directed, goal oriented doer.
- Innovative.
- Positive Attitude
- Effective Inter-personal skills.
- Good in building & maintaining relationships.
- Problem solving ability
- Strong counseling & convincing technique.

Computer Skills

Proficient in MS Excel, Word and Power Point.

Proficient in CCI Voyage.

Usage of FIT Reporting

Oscar Software (Shell)

Personal Information:

Name: Saqib Majeed

Father's Name: Abdul Majeed

Date of Birth: 10-02-1994

CNIC ID #: 34101-7296443-5

Reference will be given on demand.