



# ZEESHAN AHMED KHAN

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Baran Abad dera ismail khan

Nationality: Pakistani

## Skill

Human Resource Management



Recruitment and Onboarding



Employee Relations



Performance Management



Training and Development



Event Planning



Leadership and Team Management



## Objective

Results-driven HR and Marketing Manager with a strong background and a proven track record of success. Exceptional leadership skills combined with extensive experience in human resource management and marketing. Skilled in developing strategies, building high-performing teams, and driving organizational growth. Excellent communication and interpersonal abilities with a global mindset.

## Work Experience

### AL MAKKAH LABS

04/2021 - 09/2023

HR Manager |Marketing Manager

Developed and implemented HR strategies to attract, develop, and retain top talent.

Managed the recruitment process, including sourcing, interviewing and onboarding new employees.

Oversaw employee performance evaluations, training programs, and career development initiatives.

Led marketing campaigns to promote services.

Coordinated with cross-functional teams to ensure effective execution of marketing plans.

Collaborated with external partners and stakeholders to drive business growth and partnerships.

### Mars ADVERTISING LLC

02/2019 - 03/2021

Assistant Manager


Assisted in the development and execution of marketing strategies to drive customer engagement and sales.

Demonstrated exceptional leadership skills in motivating and guiding teams, resulting in consistent overachievement of performance targets, increased productivity, and heightened customer satisfaction.

Oversaw daily customer service operations, diligently managing sales processes, ensuring seamless order handling and payment processing, and providing prompt resolution to customer inquiries and issues.

Mentored and motivated team members, fostering a high-performance culture, setting ambitious goals. Leveraged a keen eye for detail and strong problem-solving

Performance Evaluation 

Market Research and Analysis 


Marketing Strategy 

Digital Marketing 

Social Media Management 

Highly Organized and Detail Oriented 

Planning and Cooperation 

Customer service Orientation 


Time Management 

Multitasking Skills 

Decision making 

Microsoft Office 

Microsoft Excel and PowerPoint 

Customer Relationship Management 

## Interest

Cricket  
Football  
Reading Books  
Horse Riding

abilities to develop innovative strategies that streamlined processes, reduced costs, and enhanced overall operational efficiency.

Conducted market research to identify target audience and competitors' activities.

Developed and managed digital marketing campaigns, including social media, email, and content marketing.

Analyzed campaign performance and made data-driven recommendations for optimization.

Collaborated with internal teams and external agencies to develop and implement promotional activities.

Nurtured client relationships by effectively communicating with clients, deeply understanding their needs, and delivering personalized service that enhanced customer satisfaction and loyalty.

Demonstrated excellent conflict resolution skills in effectively handling customer complaints, promptly addressing concerns, and ensuring a positive shopping experience.

## Education

**Master of Business Administration (MBA) in Human Resource Management** 09/2020 - 09/2022

Qurtuba University of Information Technology

CGPA: 3.75/4.00

**Bachelor of Science in Computer Science** 09/2015 - 07/2019

Government College University Faisalabad

CGPA: 3.43/4.00

**Intermediate** 08/2013 - 07/2015

ILM College Sargodha

Marks Obtained: 713/1100

**Matriculation** 04/2011 - 08/2013

Govt HighSchool Abbasian Wala Bhakkar

Marks Obtained: 864/1050

## Project

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### Research

06/2021 - 10/2022

The Consumer Green Attitude on  
Consumer Green Purchase Intention

Qurtba University of Science and technology

### Final Year Project:

06/2018 - 03/2019

Automatic Solar Tracking System

Government College University Faisalabad, Pakistan

## Activities

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Established and managed the Blood Society at Qurtuba University, organizing blood donation drives and raising awareness about the importance of blood donation. Arranged seminars for Management Science students, focusing on topics such as entrepreneurship, business development, and the SBP Young Islamic Bankers Program.

## Additional Information

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Ability to work effectively in various weather conditions, including extreme heat, high humidity, rain, snow, and strong winds.

Proactive problem-solver, employing a solution-oriented approach to overcome challenges.

Detail-oriented and organized, ensuring accuracy and efficiency in all tasks.

Collaboration and cooperation with team members to foster a positive and productive work environment.

Skillful in managing conflicts and finding mutually beneficial resolutions among team members.

Providing exceptional service, addressing customer needs, and ensuring satisfaction.

Collaboration and cooperation with team members to foster a positive and productive work environment.

Strong organizational skills to prioritize tasks, meet deadlines, and maximize productivity.

## Languages

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English  
Urdu  
Saraiki

## Reference

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Reference will be provide on demand