



GHULAM MOHAYY UD DIN

Operation Manager

About Me

Dedicated and results-driven Operations Manager with a proven track record of optimizing processes, enhancing efficiency, and driving productivity within diverse business environments.



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Al Wuheida Street, Dubai, United Arab Emirates

LANGUAGE

- English
- Urdu
- Hindi

EXPERTISE

- Management Skills
- computer skills (Outlook, Excel & SAP)
- Financial modeling and reporting
- Data mining and analysis
- Excellent command on business English

EXPERIENCE

Al Rasheed Fans, Gujrat | Sales Manager

Jan 2019 – Nov 2022

Set sales targets and strategies.
Lead and manage a sales team.
Plan and budget for sales activities.
Evaluate team performance and provide coaching.
Build and maintain customer relationships.

Al Nadir Tourism, UAE/Finance Assistant (From Home)

Dec 2022 - Sep 2023

Managing accounts payable and receivable.
Tracking expenses and maintaining records.
Reconciling bank accounts.
Budgeting, financial analysis, and audit support.
Managing cash flow and financial software
Business Incubation Centre Gujrat/Finance Assistant
Apr 2023 - Sep 2023

Analyze financial data and trends.
Create budgets and forecasts.
Develop financial models.
Evaluate investments and risks.
Provide financial reports and insights.

EDUCATION

University of Gujrat

Bachelor of Software Engineering
2019-2023

British Council

International English Language Test
2018

Punjab Group of College

Fsc Pre-Engineering
2016-2018

SKILLS SUMMARY

Operation Management 78 %

Sales Management 81 %