

# Aamish Javied

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Address: Al Satwa, Dubai, United Arab Emirates

Visa Validity: Dec 2023 - Feb 2024



## CAREER OBJECTIVE:

Experienced Business Sales Executive with a demonstrated history of successes in the Banking industry. Skilled in Operations Management, Microsoft Office, Customer Relationship Management and Market Research. I have consistently exceeded expectations through hard work and continuous learning.

## PROFESSIONAL WORK EXPERIENCE:

Organization: [Habib Bank Limited \(Pakistan\)](#)

Tenure: October 2022- August 2023

Designation: Business Sales Executive

Tasks/Achievements:

- To make ensure customer satisfaction through regular engagement.
- Prepare and deliver compelling sales presentations to potential clients, showcasing the value proposition of the bank's products and services.
- Develop and implement effective sales strategies to acquire new customers.
- Prepare regular reports on sales performance, achievements, and challenges.

Organization: [Regional Tax Office, Federal Board of Revenue \(FBR Pakistan\)](#)

Tenure: June 2022- August 2022

Designation: Trainee Intern

Tasks/Achievements:

- Worked in different areas like Audit, Enforcement, HRM and all kinds of taxes like income tax, sales tax, and withholding tax as well as different forums of appeals.
- Supported departmental tasks to increase understanding of industry processes.

Organization: [Tri Commerce \(Pakistan\)](#)

Tenure: June 2020- July 2022

Designation: Virtual Assistant

Tasks/Achievements:

- Contact with Suppliers, managing customer service, inventory management, order completion and tracking.
- Working on Amazon PL and Wholesale, both in UK and USA.

## SKILLS:

Microsoft Office  
Organizational Abilities  
Team Leader  
Branch Management  
Retail Banking  
Investment Banking  
Risk Management  
Customer Service  
Active listening  
Task Schedule Management

## PERSONAL DETAILS

Marital Status: Single  
Date of Birth: 14-June-2000  
Religion: Islam

## CERTIFICATES:

Digital Marketing  
WordPress  
Freelancing

## LANGUAGES:

English  
Urdu  
Punjabi  
Hindi

## INTERESTS

Travelling, Reading, Reading  
Morning Walk

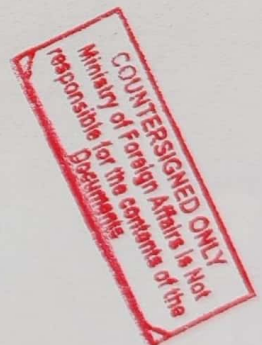
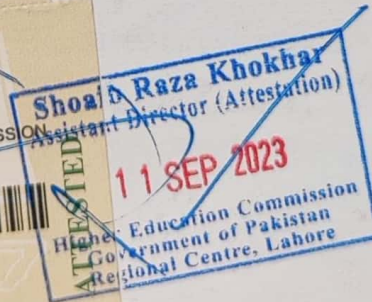
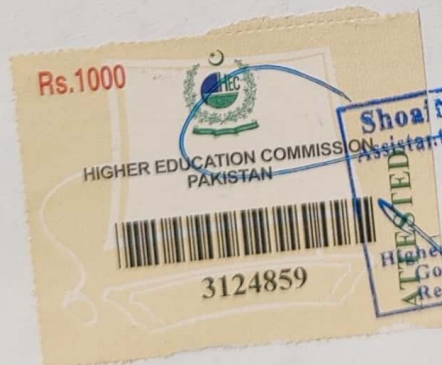
## ACADEMIC EDUCATION:

Degree	Institute	Percentage/CGPA	Year
BBA(Hons)	University of Education Lahore, Multan Campus	3.37 CGPA	2018-2022
F.Sc (Pre. Engineering	BISE Multan	62%	2016-2018
Matric (Science)	BISE Multan	71%	2014-2016

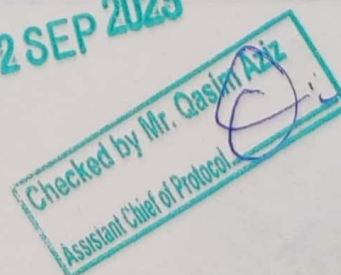
## PERSONAL PROJECTS:

- [Research on Digital Marketing \(2021\)](#)  
Worked as a researcher to study the effect of digital marketing and the changes of business strategies.
- [Survey of statistics of our Banks \(2021\)](#)  
I got an opportunity of getting practical knowledge about the Banking system in Pakistan. I have gathered all necessary information about HBL and State Bank of Pakistan. I have compiled this project in such way that not only a student, but a layman can also understand it.
- [Effect of Marketing Agility \(2022\)](#)  
Effect of Marketing Agility on Growth in Sales, Customer retention, and launch of new Product with the mediating role of innovation capability.

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12 SEP 2023



# University of Education, Lahore



2018-2022

This is to certify that

AAMISH JAVIED  
son of MUHAMMAD JAVED SALEEM  
of  
Multan Campus

has obtained the degree of  
Bachelor of Business Administration

after fulfillment of all requirements of semester system  
with CGPA 3.37

17650980

*[Signature]*

Controller of Examinations

Date: 21 FEB 2023

*M. Baligh ur Rehman*

Chancellor