

MUHAMMAD SHAHRUKH

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Results-Driven Professional with a Master's in Supply Chain Management, Bachelor's in Economics, Culinary Arts Diploma, and Proven Expertise in Branch Banking and Restaurant Management, Eager to Contribute in the Banking Sector in UAE.

EDUCATION

- Masters in Supply Chain: University Of Karachi - (Feb 2021 – Jan 2023, Karachi, Pakistan)
- Bachelors of Economics: University Of Karachi - (Feb 2016 – Nov 2019, Karachi, Pakistan)
- Diploma in International Culinary Arts: College Of Tourism & Hotel Management - (Apr 2017 – Jun 2018)

CERTIFICATIONS

- State Bank Of Pakistan: National Financial Literacy Program for youth – (2020)
- World Chef Academy: Pre Commis Chef – (2020)
- Highfields International: Food Safety in Catering – (2018)
- Unilever Food Solutions: Food Safety Training – (2017)

PROFESSIONAL EXPERIENCE

SALES EXECUTIVE

COMMERCIAL BANK OF DUBAI

DERBY MARKETING

(Apr 2024- Present-Dubai, UAE)

Sales professional with a strong track record in driving credit card sales through targeted marketing. Skilled in building client relationships and delivering tailored financial solutions. Experienced in analyzing market trends to identify growth opportunities and improve performance.

- Drove credit card sales by developing and executing targeted marketing strategies.
- Built and maintained strong relationships with clients, providing tailored financial solutions and ensuring a high level of customer satisfaction.
- Analyzed market trends to identify opportunities for growth and enhance sales performance.
- Collaborated with banking partners to facilitate seamless application processes and resolve customer inquiries.

SALES CONSULTANT

ELHAMANI MIGRATIONS

(Dec 2023- MAR 2024- Dubai, UAE)

Work towards achieving and exceeding sales targets, contributing to the overall growth and success of the immigration services department.

- Develop compelling sales pitches tailored to the specific immigration services offered, emphasizing benefits and advantages.
- Conduct in-depth consultations with potential clients to understand their immigration needs and goals.

- Provide regular reports on sales performance, client feedback, and market trends to management.

BRANCH SERVICE OFFICER

MEEZAN BANK LIMITED

(Nov 2021 - Nov 2023 - Karachi, Pakistan)

- Proficient in managing cash deposits and cash payments.
- Thoroughly scrutinize cash deposits and payments for accuracy and compliance.
- Responsible for accurately recording and processing utility bills and other fee vouchers.
- Skilled in balancing day-end transactions and maintaining vault balances.
- Experienced in ATM balancing and ensuring proper functioning.
- Capable of performing additional tasks such as issuing pay orders and balancing cheque books.
- Competent in handling cheque book and ATM destruction processes.
- Proficient in posting inward and outward cheque and maintaining their balances.
- Knowledgeable in cheque transfers and efficiently handling cheque returns.
- Willing to take on any other assignments as delegated by manager.

RESTAURANT MANAGER

CAFE PRAGUERY

(Jul 2018 - Jun 2019 - Karachi, Pakistan)

- Spearheaded and oversaw regular maintenance and repair operations to ensure optimal condition of the building and equipment.
- Fostered a positive atmosphere and consistently went the extra mile to provide exceptional food and service, ensuring customer satisfaction.
- Successfully reduced labor costs by a certain percentage without compromising service quality or profit levels.
- Demonstrated accuracy in inventory calculations and effectively ordered necessary supplies to maintain operational efficiency.

TRAINEE

CAFE ETCECTRA

(Jan 2018 - Jun 2018 - Karachi, Pakistan)

- Assist in maintaining a clean and organized kitchen environment, including storage areas, workstations, and equipment.
- Follow recipes accurately and efficiently to produce high-quality dishes while developing a strong understanding of flavor profiles and presentation.
- Adhere to strict food safety and hygiene standards in the kitchen, ensuring compliance with health regulations and safe food handling practices.
- Learn to operate and maintain kitchen equipment such as ovens, grills, fryers, and other tools used in food preparation.

SKILLS

- Inventory Management
- Time Management
- Teamwork

- Customer Service Skills

- Cash Handling

- Organized
Adaptability

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