

ALLAMDAR HUSSAIN

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EXPERIENCE

Sales And Marketing Executive

- 02/2024 - Present Dubai, United Arab Emirates
- Drives revenue growth by engaging prospective clients through virtual and in-person sales presentations.
 - Optimizes sales pipeline by providing comprehensive product information and addressing client inquiries.
 - Maintains accurate CRM database of client contacts for targeted sales outreach.
 - Cultivates strong client relationships to enhance loyalty and drive customer satisfaction.

Front Desk Officer

- 04/2019 - 09/2023 Bahawalpur, Pakistan
- Managed front desk operations, overseeing team performance, service standards, and guest satisfaction.
 - Ensured operational excellence by coordinating facility maintenance, cleanliness, and security protocols.
 - Resolved guest and employee issues promptly, improving satisfaction and maintaining positive relations.
 - Streamlined repair and maintenance schedules, minimizing disruptions and upholding property standards.

Front Desk Officer

- 02/2017 - 03/2019 Bahawalpur, Pakistan
- Delivered exceptional guest service through efficient check-in/check-out and personalized support.
 - Managed communications, directing calls and messages to ensure seamless internal and external flow.
 - Handled all guest inquiries via email, maintaining professional correspondence and timely responses.
 - Maintained data integrity through accurate data entry and organized filing systems.
 - Provided comprehensive administrative support for daily hotel operations.

KEY ACHIEVEMENTS

Letter of Appreciation

Awarded Letter of Appreciation for outstanding contributions to new team integration and rapid productivity ramp-up.

LANGUAGES

English
Proficient



Urdu
Native



Saraiki
Native



PROFILE

Dynamic and driven professional with result oriented experience in sales, marketing, and front desk operations. Adept at building strong client relationships, optimizing sales processes, and managing diverse teams to achieve strategic objectives. Possessing excellent interpersonal, organizational, and analytical skills, I am passionate about delivering exceptional service and contributing to organizational success.

EDUCATION

Masters of Business Administration

The Islamia University of Bahawalpur
2023

Bachelors of Commerce

The Islamia University of Bahawalpur
2019

SKILLS

Business Acumen & Strategy

Project Management, Market Analysis, Business Development, Sales Strategy

CRM & Sales Software

CRM Software, Sales Reporting, Lead Generation

Operations & Administration

Data Management, Inventory Control, Record Keeping, Office Administration

Technical Proficiency

Microsoft Office Suite, Google Workspace, Presentation Software

Results-Oriented & Proactive

Client Relationship Management, Critical Thinking, Goal Achievement, Time Management, Prioritization