

Roohan Shariq Haneef



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Gender: Male

Age: 24

Objective

- Looking for a suitable position in an organization where I could contribute towards its growth and development, while continuing with professional advancement to meet career and organizational challenges.

Profile

- Self-motivated, dynamic, committed, adaptive, hardworking, patient and result oriented professional.
- Possess strong professional ethics and respect for others.
- Ability to understand the inter-relationship and interactions among various disciplines of an organization.
- Ability to determine the priorities and achieve scheduled deadlines & tasks performed with punctuality on daily, weekly and monthly basis.
- Ability to recognize and respond creatively and effectively on the problems and opportunities confronting an organization, using appropriate tools and techniques.
- Able to prepare and submit team details and reports to my superior and assisting new recruits.
- Highly focused on providing customers satisfaction with a good experience

EDUCATIONAL BACKGROUND

- Pakistan Urdu School, Bahrain
Intermediate in Economics
- Pakistan Urdu School, Bahrain
Matriculation in Economics
- Karachi University, Pakistan
BBA (Bachelors in Business Administration) - Ongoing

Computer Skills:

- Billings Operating System : Oracle POS, SIM
- Operating Systems : Windows 7 & Windows 10
- Office Packages : Ms Office, Excel, Word, Power point

WORK EXPERIENCE

- Euro Motors Bahrain ,Sitra
BMW Salesman and Test drive booth operator
(2015 Feb- 2016 March)
- Zain Telecom Bahrain, Seef District
Call center (6 Months contract)
(2016 May – November 2016)
- British American Tobacco Bahrain, Zinj
Outdoor Sales & Merchandising displays
(2017 Jan – 2018 March)
- Cinepolis Cinemas Bahrain, Saar
Cinepolis Associate
(2018 November - April 2019)

Promoted to Oman as a Patron Delight Officer (Floor In charge)
(May 2019 – Oct 2019)

Promoted as a Cashier / Store In charge
(Oct 2019 – Ongoing)

Job Roles & Responsibilities:

- Recorded inventory sales into organization's weekly income report.
- Processed POS transactions, including cheques , cash and credit purchases or refunds.
- Restocked, arranged and organized merchandise in front lanes to drive product sales.
- Arranged paper and electronic payment records to maintain well-organized fill systems and record keeping compliance.
- Prepared and submitted end-of-shift reports using Cinema Manager (Vista).
- Met and exceeded upsell goals by highlighting target merchandise with strategic promotional approaches.
- Communicated with vendors to discuss order discrepancies, and returned damaged merchandise or incorrect orders.
- Used People Soft (Oracle) to prepare purchase requisitions for replacement of stock.
- Received product shipments and organized in stockroom storage area.
- Ordered goods from various vendors to maintain store merchandise levels.
- Cross-trained existing employees to maximize team agility and performance.
- Trained new employees in specific job requirements.
- Maximized performance by monitoring daily activities and mentoring a team of 21 associates.
- Raised performance in areas of sales, management and operations by identifying and targeting areas in need of improvement.
- Reconciled daily sales transactions to balance and log day-to-day revenue with Vista (Cinema manager).
- Improved operational planning and business frameworks to enhance resource utilization and reduce waste.
- Collaborated with internal teams and suppliers to evaluate costs against expected market price points and set structures to achieve profit targets monitoring customer buying trends, market conditions and competitor actions to adjust strategies and achieve sales goals.
- Improved sales processes to streamline customer acquisition and onboarding strategies.

- Increased sales revenues by promoting complementary products and educating customers about store promotions.
- Coached team on effective upselling and cross-selling methods.
- Used ERP (Oracle) to prepare purchase requisitions for replacement of stock.
- Monitored merchandise on shelves and in storage using inventory control system.
- Processed POS transactions, including checks, cash and credit purchases or refunds.
- Reconciled cash drawer at start and end of each shift, accounting for errors and resolving discrepancies counted cash in register drawer at beginning and end of shift.
- Requested official identification for purchases and verified details, consistently meeting strict legal standards of underage sales.
- Mentored new team members on POS system operation, customer service strategies and sales goals.

Declaration:

I do hereby declare that the above information given by me is true and genuine to the best of my knowledge