

## Curriculum Vitae

### Personal Information:

**Name:** MUBASHAR MUSHTAQ

**Address:** House 210, Lane 914, Muharraq town 209

**Contact No:** 34446383/33452149

**Email:** [mubasharmushtaq90@gmail.com](mailto:mubasharmushtaq90@gmail.com)

**DOB:** 13-OCT-1995

**Nationality:** Pakistani

**Gender:** Male

**CPR:** 950916315



### Objective:

My aim is to be able to come up with solutions for several issues in a short span of time and to gain experience to be able to work and complete the task required of me and serve the company/organization with utmost priority.

### Strength:

- Highly organized and Dedicated with positive attitude.
- Excellent written and oral interpersonal communication skills.
- Perform multiple tasks and consistently meet deadlines.
- Strong personal initiative; Quick learner in mastering job requirements.
- Hard worker; committed to efficient and productive operations.

### Job experience.

NOVA ELECTRONICS, Dragon city

04 years

#### **SALES ASSOCIATE**

- Ensured that all customers receive excellent service through direct salesmanship, and prompt and courteous service.
- Greeted customers at door and determined their individual needs.
- Ensured customer satisfaction at every stage of sale.
- Recommended new products and upcoming events to customers.
- Responded to all customer queries with accuracy and courtesy.
- Completed each transaction in a quick and efficient manner.

### Languages:

*English, Hindi, Urdu, Punjabi & Arabic.*

### Computer Skills:

- Software and Hardware.
- Microsoft Windows XP, Vista, Windows 7, windows 8, windows 10.
- Fluent and Excessive Internet usage.

### Education:

- Secondary School Certificate from Pakistan school 2011-2012
- Higher Secondary School Certificate from Pakistan School 2013-2014.