



# HUSAIN KAYED

**Administration Manager | Market Research Operations Lead**

## CONTACT

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 in HusainKayed

## SKILLS

Project Management

Social Media Management

Team Management

Decision Making

Critical Thinking

Client Services Skills

Data Analysis and Reporting

Planning Budgeting & Forecasting

Time Management

Microsoft Office

Property Management

## ACHIEVEMENTS

### At Ahmed Radhi Real Estate

Led digital marketing and property operations, sustaining high lead generation and boosting the company's online reach. Oversaw growing property portfolios, lease negotiations, and tenant relations, driving long-term value and operational efficiency.

### At Ipsos

Consistently delivered projects on time and within budget by developing and applying efficient tools and methodologies that reduced turnaround time.

## PROFILE

Results-oriented professional with a unique combination of real estate, market research, and project leadership experience. Proven success in driving business growth through strategic marketing, efficient operations, and data-informed decision-making. Skilled in managing cross-functional teams, executing field research initiatives, and optimizing property portfolios. Committed to continuous improvement and delivering measurable impact across multiple domains.

## EXPERIENCE

### ● Ahmed Radhi Real Estate & Skyscape Real Estate

#### Marketing & Administration Manager | Property Manager | 2023 - Present

- Spearheaded and evolved a comprehensive digital marketing strategy over two years, resulting in sustained lead growth and increased online engagement across key property listings.
- Managed 15+ residential and commercial properties, improving tenant satisfaction and reducing vacancy rates.
- Led lease negotiations and streamlined maintenance coordination.
- Handled accounting and client service functions, ensuring compliance and profitability.
- Prepare and manage all lease agreements and pre-sales contracts, reducing legal review time by 30% through standardized templates.
- Created a performance tracking system that empowered the sales team to consistently exceed their targets through enhanced visibility and actionable insights.

### ● Independent Market Research Projects

#### Fieldwork Manager (Freelance) | 2023 - Present

- Planned and executed qualitative and quantitative fieldwork strategies across Bahrain, leading diverse research teams and managing vendor networks to deliver actionable insights.
- Ensure project timelines, budget adherence, and data quality in alignment with client KPIs.
- Ensures quality control and adherence to timelines, budgets, and client requirements.

### ● Ipsos Market Research

#### Field Operations Supervisor | 2019 - 2023

- Oversaw full-cycle project management for national and regional market research studies.
- Led field teams, optimized logistics, and introduced tools that reduced field time and costs.
- Liaised between regional managers and research analysts to execute large-scale survey campaigns.
- Conducted data analysis, statistical analysis, and report writing.

## EDUCATION

### ● Bachelor of Science in Business Informatics

AMA International University, Bahrain | 2013 - 2018

### ● EASA Part 66 Category B1 – Maintenance Certifying Technician

Gulf Aviation Academy, Bahrain | 2011 - 2013