

## CURRICULUM VITAE

Mr. Mehmood Qureshi

Date of birth; 21<sup>st</sup> April, 1993

Address; G-1, Building No 26, Shailesh Nagar,  
Mumbra, Thane 400612

Contact phone No; +91 9699008078

Email; [gmehmud@yahoo.in](mailto:gmehmud@yahoo.in)

Passport No: M 6328645



### PERSONAL PROFILE

Customer Service Professional with Over 3 years of experience, A good time keeper, who can easily adapt to any situation and works well on his own initiative as well as part of a team.

#### Core Competencies:-

- o Expertise in handling guests of different nationalities.
- o An excellent communicator with proficiency in English, Hindi and Urdu Languages.
- o Proficient in problem solving, decision making through strong interpersonal skills.
- o A result oriented professional with an analytical mind capable of delivering timely and desired results even in most challenging situations.

### WORK EXPERIENCE

#### ➤ CITIBANK BAHRAIN

(JOB PROFILE: As a Relationship Officer since October 2019 to March 2020)

- Responsible for personal loan, Credit and account opening products to the specified target customers/segments and meet monthly sales target
- Identifying potential customers through direct meetings, data base, follow up & Personal contacts etc.
- Identifying customer needs and providing them financial advice.



Edit with WPS Office

➤ **DUNIA FINANCE (ABU DHABI)**

(JOB PROFILE: As a Relationship Officer since November 2017 to  
October 2018)

- Develop and maintain relationships with clients to maximize sales opportunities and achieve sales standards with the goal of acquiring 100% of client's financial services business.
- Maintaining a good relationship with the client and assist the clients till the end of the Finance process.
- Keep a constant watch on competitor's activities to remain updated on Market trends.

➤ **RELIANCE (JIO)**

(JOB PROFILE: - RETAIL SALES EXECUTIVE SINCE Jan 2016 to Oct 2017.)

- Achieve sales targets for all products –Devices, accessories and telecom products to direct Chanel, indirect Chanel responsibility for planning and achieving brand wise
- Selling and distribution expansion manage relationship with device distribution and activation and key retail outlets including modern trade outlets.
- Supporting in events and promotions.

**EDUCATIONAL QUALIFICATION**

- Pursuing graduation from [IGNOU Open University](#)
- H.S.C From [Maharashtra Board](#).

**COMPUTERS Skills**

- Microsoft Word, Microsoft excel, Microsoft Power point, Internet
- Excellent knowledge on Windows XP, Vista, Windows 7 & 8 and general desktop issues



## **PERSONAL DOSSIER**

Name	:	Mehmood Qureshi
Father Name	:	Maqsood Ahmed
Date of Birth	:	21/04/1993
Gender	:	Male
Nationality	:	Indian
Marital Status	:	Married
Languages Known	:	English, Hindi, Urdu.
Hobbies	:	Networking, Travelling.

## **DECLARATION:**

I hereby declare that the details furnished above are true to the best of my knowledge.

**Place:**

**Date:**

**[Mehmood Qureshi]**





Edit with WPS Office