



Jabar Khan
Dubai, U.A.E

Personal Information

DOB : Feb 25, 1989
Nationality : Pakistan

Contact Information

Mobile : 052-8084132
Email : khanjabar.2018@gmail.com

Driving License Details :

- Light vehicle
- License number 63618895
- Issue date 28/11/2016
- Expiry date 28/11/2026
- Place of issue Dubai

IT Literacy

- Basic Computer Application & MS office, Internet

Key Skills

- A dynamic team leader; able to bring energy, enthusiasm, and humor to motivate team members to achieve potential and meet objectives.
- Able to coach, manage, and motivate others.
- Organized and detailed oriented
- Excellent written and verbal communication
- Handling Customer Service with care

Professional Summary

Versatile, dedicated, focused, who excels at prioritizing customer service, completing multiple tasks simultaneously, problem solver, who readily adapts to change, works independently and exceeds expectations. Ability set priorities and meet deadlines without compromising quality.

Career objective

I am well presented, efficient and experienced professional and can handle multi tasking. I am also able to work under pressure to give optimum results as needed. Challenges are my best friend.

I am seeking a new and challenging role within an ambitious and successful team that will enable me to make an effective contribution to the organization while continuing my own career development.

EDUCATIONAL ACHIEVEMENTS

❖ F.A (10+2)

(2nd Division)

Board of Secondary Education Abbotabad
Pakistan

❖ S.S.C (Arts) (10)

(2nd Division)

Board of Secondary Education Abbotabad
Pakistan

BUSINESS EXPERIENCE

Marketing Specialist

Sep 2023 - Present

Basalt Dynamics Technologies LLC
Dubai
UAE

Sales Representative

Mar 2017 – Aug 2023

Transmed Overseas
Dubai
UAE

- Deciding how goods should be displayed to maximise customer interest and sales.
- Assisting visual merchandisers to plan store layouts to promote key lines.
- Accurately stocking and rotating products onto shelves from backroom inventories.
- Building up and maintaining product displays – DURACELL, Clorox, Selpak, Glad , Old spice , Febreze,
- Maintaining products on Store racks, shelves and displays.
- Rotating products from the back stock to shelf and display locations.
- Identifying replenishment needs.
- Completing all paperwork and necessary documentation.
- Removing any dented, dirty, damaged, or out of code products from display.
- Sorting and distributing merchandise to various locations throughout the store.
- Travelling to multiple store locations.
- Coordinate with the Manager regarding the flow of the operations of each branch / store handling.
- Preparing report for the items dispose and displayed and regards matter.
- Assists Customer to their queries.
- Produce layout plans for stores and maintain store shelves and inventory.

Supervise other merchandisers by

- checking their time of report, displays and schedules
- re-assigned merchandisers if required for replacement due to leave / absence
- assists merchandisers if its needed.

Porter**Feb 2014- Feb 2017**

Departure Area, Terminal 1
Dubai International Airport
UAE

- Handle Luggage
- Assist passengers in carrying their baggage at the airport.
- Mark every luggage with stickers and other markers for identification of passengers / customers.
- Customer Service. Offer services to passengers/ customers who want to ask for any directions, luggage assistance, travel information, etc.
- And provide passengers / customers with the right information that they need.
- Team leader. Supervising other porters to see to it that the flow of the operation is smooth and well organized in order to avoid any delays and see to it that they are in their designated area.

Trainings Attended

Dubai Airport & Assessments:

- ❖ Ramp Safety Induction.
 - ❖ Aviation Security Awareness
 - ❖ Dangerous Goods.
 - ❖ Training of Customer services & Marketing
-
-