



KLEEM AFZAL

Dubai

0588270373

kleem.afzal@gmail.com

PERSONAL INFO

- Date of birth

18 Aug 1984
- Nationality

Pakistani
- Marital status

Married
- Passport

MH1518251

LANGUAGES

English

Urdu/Hindi

DRIVING LICENSE

- DRIVING LICENSE

CATEGORY

Light Vehicle

(3 Number)

SKILLS

Driver

Expense Management

Cash Handling

Leadership

REFERENCES

Available to provide further details on my skills and professional experience upon request.

ABOUT ME

- I am a results-driven professional with a diverse background in management, sales, and operations, underpinned by a strong foundation in Chemical Engineering. Over the years, I have held roles such as Assistant Manager at an NBFC, business owner, and Sales Demonstrator, where I successfully managed day-to-day operations, led teams, and drove business growth. I am skilled in overseeing operations, ensuring quality control, and improving processes to meet organizational targets. My experience extends to developing customer relationships, managing expenses, and demonstrating strong leadership. I bring a balance of technical expertise and interpersonal skills, with a proven ability to adapt to various industries and achieve objectives efficiently.

WORK EXPERIENCE

- ASSISTANT MANAGER | AUG 2010

NBFC , SARGODHA

- Oversaw daily plant operations to guarantee efficient water production and stringent quality control.
 - Directed team management, streamlined production scheduling, and enhanced workflow for target fulfillment.
- OWNER | NOV 2023

GP MOBILES , KHANEWAL

- Founded and managed all aspects of the business, including strategy, operations, and growth.
 - Oversaw day-to-day operations, sales, and customer service to ensure high-quality standards.
- SALES DEMONSTRATOR | PRESENT

ALAZKA DOCUMENTS CLEARING SERVICES LLC, DUBAI

- Expertly promoted and demonstrated document clearing and processing services.
 - Furnished clients with comprehensive details on services and their advantages.
 - Drove lead generation and conversion through proficient communication and in-depth product knowledge.
 - Cultivated and sustained customer relationships, guaranteeing service satisfaction.

EDUCATION

- ASSOCIATE OF CHEMICAL | 2009

GCT , MULTAN

- Earned a 3-year Associate in Chemical Engineering, mastering key concepts in chemical processes, materials science, thermodynamics, and environmental engineering.
 - Enhanced practical expertise through extensive lab work, project-based learning, and industry experience, equipping for a chemical engineering career.
 - Achieved a notable academic record, scoring 2144 out of 3400 marks.