
Hassan Khan

Sales Supervisor



South Jabel Ali Dubai UAE

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Objective

To utilize my technical skills and provide a professional service to customers by applying and honing my knowledge and working in a challenging and motivating working environment.

Experience

- Urban Signature Real Estate** 28/06/2024 - Present
Sales Supervisor
 - Understand customer needs and offer solutions and support.
 - Organize and coordinate sales representatives schedules.
 - Research potential leads from business. directories, web searches, or digital resources.
 - Recruit, hire, and train new sales representatives.
 - Receive and report on all sales leads.
 - Supervise sales representatives and assistants.
 - Answer potential customer questions and follow-up call questions.
 - Work with sales team when closing sales.
 - Track weekly, monthly, and quarterly performance and sales metrics.
 - Meet all sales quotas and goals.
 - Assist sales representatives and team to meet and exceed goals.
- World Security** 01/05/2022 - 21/06/2024
Security Supervisor (EMAAR DOWNTOWN)
 - Quickly attended emergency calls regarding security breaches,dealing with situations efficiency and timely.
 - Promptly responded to incidents requiring security intervention,managing detaining and customer removal when necessary.
 - Reported suspicious and criminal activity to local authorities,using CCTV footage to back up evidence.
 - Ensured employees and customers felt safe and secure by always staying visible.
- DP world security** 01/01/2022 - 15/04/2022
Senior Security Supervisor(EXPO 2020)
 - Attend meetings with Clients and managers to determine operational needs
 - Plan and coordinate security operations for specific events
 - Coordinate staff when responding to emergencies and alarms
 - Review and timely submission of reports on incidents and breaches
 - Investigating and resolving issues
 - Create reports for management on security status
 - Developing work schedules, allocating tasks, and monitoring personnel performance
 - Making sure that staff follow security procedures and guidelines through training programs and assessments
- Dp World Security** 05/05/2020 - 30/12/2021
Security Supervisor(EXPO 2020)
 - Plan and coordinate security operations for specific events
 - Developing work schedules, allocating tasks, and monitoring personnel performance

- **Dp world security** 27/03/2015 - 30/04/2020
Security Guard(DSOA)
 - professional security officer at dubai silicon oasis authority from last 5 years giving my services to the clients had a good communication skills got employe of the month awards from company
- **Cable Net** 2013 - 2015
Customer care officer
Dealing customers

Education

- **Peshawar public school** 2008
Matric
2nd
- **Muslim college of commerce peshawar** 2010
Diploma in commerce
1st

Skills

SIRA CERTIFIED SECURITY SUPERVISOR TEAM PLAYER CUSTOMER CARE MS WORD
MICROSOFT EXCELL PUBLIC DEALING POWERPOINT REASOURCEFUL STAFF TRAINING

Projects

- **Security Supervisor (Emaar Downtown)**
- **SENIOR SECURITY SUPERVISOR (EXPO 2020)**
Lead the outstanding team in a very hard and challenging operation of world event
- **SECURITY SUPERVISOR (EXPO 2020)**
- **SECURITY GUARD (DSOA)**

Achievements & Awards

- Employe of the month (JULY 2021) (EXPO 2020)
- CERTIFICATE OF APPRECIATION (EXPO 2020)
- CERTIFICATE OF APPRECIATION (DSOA)
- CERTIFICATE OF APPRECIATION FROM DUBAI POLICE (EXPO 2020)
- CERTIFICATE OF APPRECIATION (WORLD SECURITY)

Languages

- ENGLISH • URDU • HINDI • PUSHTO
- READ AND WRITE : ENGLISH • READ AND WRITE : URDU • READ AND WRITE : ARABIC

Personal Details

- Date of Birth : 24/04/1992
- Marital Status : Married
- Nationality : Pakistani

Driving License

- **UAE Driving License**
Light Vehicle Driving license issues from Dubai