



+971-52-5279510

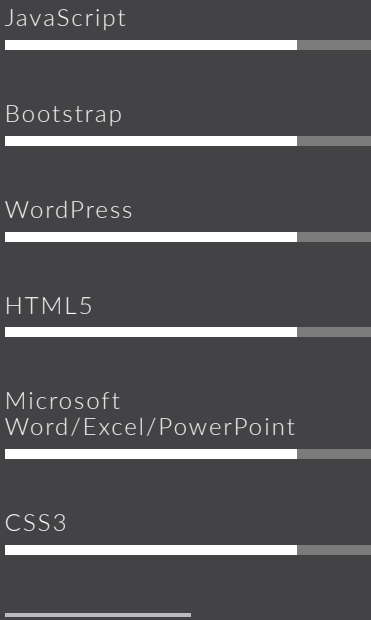
daniyalimran3626@gmail.com

United Arab Emirates, 00000, United Arab Emirates

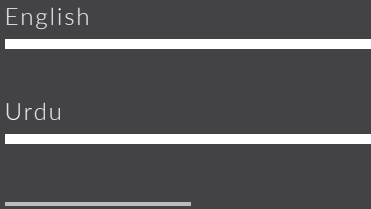
## ABOUT ME

As a dedicated and passionate professional, I am actively seeking a challenging role within a dynamic organization that will enable me to enhance my web design capabilities and communication skills. My strong organizational abilities and exceptional interpersonal skills equip me to thrive in a team environment and contribute to the success of the company. I am eager to leverage my talents in a position that offers personal and professional growth opportunities.

## SKILLS



## LANGUAGES



## DRIVING LICENSE

Driving license category

Light Vehicle

## PERSONAL DETAILS

Visa status

Resident visa of UAE (2 years)

# Daniyal Imran

## WORK EXPERIENCE

Event Planner

SS Events DUBAI / United Arab Emirates / Sep 2024 - Present

**Ushering** – Assist attendees by directing them to their assigned seats, providing event information, and ensuring a smooth and safe experience.

**Marshalling** – Manage crowd flow, assist with event entrances and exits, and ensure safety protocols are followed throughout the event.

**Scanning** – Verify tickets, wristbands, or passes to grant attendees appropriate access to designated areas of the event.

**Promoting** – Develop and execute marketing strategies to generate interest, sell tickets, and boost attendance for the event.

**Sales** – Oversee the sale of tickets, event merchandise, and refreshments, while providing excellent customer service to attendees.

**Merchandising** – Manage the sale of event-related merchandise, ensuring items are stocked, organized, and available for purchase.

**Wristbanding** – Distribute wristbands to attendees, ensuring that the correct bands are provided for access to specific event areas or services.

Sales Officer

Innovation Direct Employment Services / May 2024 - Oct 2024

- Developed new banking relationships with business prospects.
- Requested customer feedback to drive client satisfaction and retention while quickly remedying issues.
- Worked with branch partners to maximize sales efforts to business customers and cross-sell other products and services.
- Performed banking, business administration and financial tasks to guarantee five-star service for clients.
- Worked with clients to address and respond to client and partnership management issues.
- Participated in staff meetings to discuss innovative strategies to improve services.

Team Leader

Private Bussiness / Ras Al Khaimah / Apr 2023 - Apr 2024

**Supervising Team Performance** – Lead and motivate the team to ensure timely and accurate invoice processing, ensuring that all invoices are generated and sent out in compliance with company standards.

**Training and Development** – Train new team members on company systems and processes, providing ongoing support and guidance to improve their skills and efficiency in managing invoices.

**Quality Control** – Review and monitor invoices for accuracy, ensuring that all details (such as billing amounts, client information, and payment terms) are correct before submission to clients.

**Managing Deadlines** – Ensure that all invoicing tasks are completed on time, with a focus on meeting deadlines for monthly or quarterly invoicing cycles.

**Client Communication** – Act as the point of contact for clients regarding invoicing inquiries, ensuring prompt and professional responses to resolve any issues or discrepancies.

Jr. Front-End & WordPress Developer

The Pixzio / Jun 2020 - Apr 2022

- Developed a custom WordPress theme from scratch, incorporating the company's branding and design guidelines.
- Implemented an advanced search functionality using custom taxonomies and meta fields, allowing users to find specific products based on various attributes.
- Collaborated with the client to redesign their existing WordPress website, focusing on improving user experience and donation functionality.
- Implemented a donation management system, allowing visitors to make online donations securely.
- Created custom post types and templates to showcase the organization's events and initiatives, improving content organization and navigation.

Customer Service Representative

KCOM Solutions Pvt Ltd. / Mar 2019 - Feb 2020

- Analyzed customer service trends to discover areas of opportunity and provide feedback to management.
- Answered constant flow of customer calls with minimal wait times.
- Processed customer service orders promptly to increase customer satisfaction.

## EDUCATION

Bachelors of Science in Computer Science

Sir Syed University of Engineering & Technology / 2021

Intermediate: Pre-Engineering

Govt. Degree Science & Commerce College / 2015

Matriculation: Computer Science

St. Gregory High School / 2013