

Asim Riaz

Phone: +923437474769 | Email: rasim4682@gmail.com

PROFESSIONAL SUMMARY

I have experience of almost 12 years in different companies. I am professional in accounting and marketing. I always enjoy my work in office and field. I am self motivated and proactive. I love to play with formats in MS Office. It will be an honor for me if, I can add values in your company's business with my skills and experience.

AREAS OF EXPERTISE

Expert In MS Office (Excel, Word And Power Point). Can Design Different Formats To Handle Business Sales And Operation

CAREER EXPERTISE

Accounts Officer

2009 - 2016

Nestle Pakistan Ltd Lahore, Pakistan

I worked in Nestle Pakistan Ltd for 7 years and 7 months as account officer. I maintain company cash accounts. Also maintain the fixed asset record. Store management. Profit & Loss on raw material. Transport management. Record keeping. Reporting to line manager and head office as well. I design different formats on MS office for cost optimization & to control business operations

Zonal Sales Manager

2019 - 2023

Maxim Agri Pvt Ltd Lahore, Pakistan

I worked in Maxim Agri Pvt Ltd as ZSM. I worked in to provinces and achieved my yearly targets. I boost up the sale as per company expectations. I always enjoy my field and office job. I can work in office and field as well.

EDUCATION

Matric 2001 - 2002

Govt High School, Chak 84 NB

D.Com (Diploma in Commerce) 2003 - 2005

Govt College of Commerce, Sargodha

B.Com (Bachelor in Commerce) 2005 - 2007

ITM College of Commerce