

Imtiaz Ahmad

Mianwali, Punjab Pakistan

Contact no: +92 3076732643

Email: imtiaz.ahmed.malik755@gmail.com

SUMMARY

My name is Imtiaz Ahmad, a driven and enthusiastic individual, actively pursuing an Job opportunity in the Human Resources (HR) domain. My profound interest in people management, coupled with a robust educational background in HR, fuels my eagerness to put my knowledge into action and acquire valuable practical experience in a professional environment.

EDUCATION

Bachelor of Business Administration	2.51 CGPA	University of Sargodha Mianwali Campus	2017-2021
Master of Business Administration (MBA) Specialization in Hr	2.84 CGPA	University of Sargodha	2022-2024

SKILLS

- Excellent Skills in MS Office (Especially, Word, Excel. Power Point)
- Leadership
- Problem Solving
- Critical Thinking

WORK EXPERIENCE

Intern Sales Officer
GM Group of Companies
2021 – 2022

- Assisted the sales team in identifying new business opportunities and maintaining client relationships.
- Conducted market research to support sales strategies.
- Managed client communications and ensured timely follow-ups.
- Helped prepare sales presentations, proposals, and reports.
- Gained experience in handling client portfolios and negotiating contracts.