

# Muhammad Irfan



**Father's Name**  
Muhammad Akram

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**Mobile No**  
+92 303 520 51 56

**Date of Birth**  
11/Feb/1992

**Marital Status**  
Married

**Nationality**  
Pakistani

**CNIC**  
31202-3243060-5

## Languages

English  
Urdu  
Punjabi

## Hobbies/ Activities

Net surfing  
Reading Books  
Cricket  
Driving

## OBJECTIVE

Seeking a challenging and rewarding career in a reputable organization where I can complement my skills, knowledge and experience and to make a prominent contribution to the organization where I could serve. My innovative ideas and active personality should assist me a lot in adding to the company's growth.

## CAREER HIGHLIGHTS

I have more than 11 Years' experience of Business Management in Well Reputed Fashion Retail Brands Like Diner's, Alkaram and Stylo Shoes have started my career in Fashion Retail as an Assistant Store Manager in 2016 and got promotions as Branch Manager within 1.5 Years.

## EXPERIENCE

- **Branch Manager, 9F by Fahad Mustafa** @ March 2025 till date
- **Branch Manager Orient Textile** @ March 2024 till December 2024
- **Branch Manager at Stylo Shoes** from May 2023 till Feb 2024 @ **RYK & BWP & SDK** Branch
- **Branch Manager at Diner's** from March 2018 till May 2023 also worked on BWP & RYK
- **Branch Manager at Al Karam** from Dec 2016 till March 2018 @ Multan & BWP & RYK Branch

## Roles and Responsibilities:

- **“Sales Management, Inventory Record Accuracy, People Management, Smooth Store Operations, Strong Co-ordination with Head office, Staff Training.”**
- Staff training
- Developing and implementing branch marketing plans
- Customer service
- Leadership
- Recruitment
- Operations management
- Implemented new customer service protocols
- Marketing and sales strategy
- Meeting branch sales goals
- Creating a positive work environment
- Customer engagement
- Drafting forecasts and business plans
- Employee development
- Investment management

**Present address**

Street No. 02 House No. 6-D  
Cheema Town Phase II,  
Bahawalpur, Punjab

**Permanent address**

As Above

- Managing payroll
- Preparing financial statements
- Regulatory compliance
- Resolving customer problems as needed
- Risk analysis
- Setting and enforcing productivity standards
- Supervise branch employees

**ACADEMIC QUALIFICATION**

- **B.A 2015**  
IUB University Bahawalpur
- **F.S.C 2013**  
BISE BWP
- **Matriculation 2011**  
BISE BWP

**SKILLS AND ABILITIES**

- Dynamics AX
- SYSMAN
- MSOffice (Word, Excel, Power point, Publisher and PowerPoint)
- High level of Motivation and Confidence.
- **Multi-dimension:** Able to relocate anywhere at any position for the betterment of organization and to groom myself as well.
- **Integrity/Honesty:** Work track record of my experience reflects consistency in words and actions.
- **Resilience:** Deal with pressure, remain persistent, even under adversity. Recover quickly from setbacks.
- **Interpersonal Skills:** Treat in the organization with courtesy by being responsive to the situation
- **Ability to work** independently.
- Excellent in management and Administrative Skills.
- Good knowledge of personal & administration work.
- Good Team player

**REFERENCE**

Will be provided on demand.