

**Muhammad Faisal Butt**

# Professional Resume

***Date of Birth:*** 15 - Sep - 1989

***Address:*** Street # 02, Makhdoomabad Kacha Jail Road Chungi Amer Sidhu Lahore.

***Contact:*** 03214928409

***Email(s):*** fb9503@gmail.com

**Objective:** To lead the organization being strategic partner of top management team of organization.

# Professional Career Summary:

**Work Experience**

## Organization : BYKEA

Organization Type : Transport

Designation : Franchiser

Ext. Tenure : Oct, 2019 to Present

 Location : Lahore

Pakistan Area(s) of Experience: Operations

Reporting to : Fleet Manager

Made a Registration center at Samnabad

Managed the day to day Operations of the centers

Did brand awareness through street team and Brochures

Create a strong funnel of prospective drivers for the platform

## Organization : UBER PAKISTAN

Organization Type : Transport

Designation : Operations / Influencers

Ext. Tenure : Sep,2017 to Oct,2019 Location : Lahore

Pakistan Area(s) of Experience: Operations

Reporting to : City Operations Manager

## UBER BV, LAHORE, PAKISTAN – (Influencer)

Managing team for Supply Acquisition of Partner Drivers. Manage Supply Push on different Products of Uber.

Did City Launches and Product Launches in Multan.

Did Fraud checks in the city of Faisalabad on Auto Drivers.

## UBER BV, LAHORE, PAKISTAN – (Dost Registrations Officer)

Handled and managed the supply of different Dost Center in Lahore. Use to handle any and every dost center whose supply used to be Low. Lead Driver based activities as well as rider based activities.

Launched Moto in Lahore, Biggest in Pakistan in (March 2018) Executed marketing activity of uber Jahaan

##

##  Organization : Ultra Chemicals Pvt Ltd,

 Organization Type : Construction Material

 Designation : Senior Accountant

Ext. Tenure : Feb, 2013 to June 2017 Present Location : Lahore,

Pakistan Area(s) of Experience: Finance & Accounting

Reporting to : Managing Director & Accounts Manager

Brief Job Description: Monitoring daily invoicing, payment and recoveries.

* Supervision of Invoices
* DSR (Daily Sales Report)Liaison with banks and handling all banking matters.
* Reconciliation of Bank Statements.
* Reconciliation of Parties.
* Debtors Ratio & Debtors Days.
* Debtors Aging Reports.
* Sales Officers, Parties & Region wise Aging Report.
* Replace & Damages detail.
* Cash Inflow & Outflows.
* DSO’s (Daily sales Outstanding Reports).
* Monthly Target report or Sale.

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|  **Academic Education**  |
| **Sr.** | **Certification / Degree** | **Institution / University** | **Specialization / Major** | **Passing Year** |
| 1 | B.Com | Punjab University | Commerce | 2011 |
| 2 | I.Com | Lahore Board | Commerce | 2009 |
| 3 | Matriculation | Lahore Board | Science | 2007 |

# Computer & Software

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| **Sr.** | **Skills & Abilities** | **Proficiency Level** | **Last Used / Practiced** |
| 1 | MS Office (Excel, Word, Power Point, Outlook,) | Excellent | Currently Using |
| 2 | Soft Presentation | Excellent | Currently Using |
| 3 | Outlook Express | Excellent | Currently Using |
| 6 | Retail Pro | Excellent | 3-Years Ago |
| 8 | SAAP | Excellent | 2- Years Ago |

**Personal Information**

Father’s Name : Iftikhar Hussain

Marital Status : Single

CNIC No. : 35201-6700725-5

Religion : Muslim

Language Competency : English, Urdu, Panjabi

**References**

 It will be furnished upon request.