Asad Junaid

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Education:

Bachelors in Software Engineering
University of Management and Technology
Relevant Coursework: *C, C++, OOP, Dsa, Java, Sql, Data Science, iOS Development, Android Development.*

Professional Experience:

1- Founder & Sales Executive   (Feb 2020 – ongoing)
Caroclock.pk

- Managed the purchase and sale of used cars, overseeing the entire sales process from customer engagement to deal closure.
- Developed strong negotiation and customer service skills to enhance business growth.
- Conducted thorough vehicle inspections to ensure quality and compliance with company standards.
- Maintained up-to-date knowledge of car models & features to provide accurate information to customers.
- Built and maintained strong customer relationships, resulting in a high rate of repeat business and referrals.

2- Inventory Manager -Remote   (Jan 2024-Dec 2024)
7-Eleven

- Managed the purchase and sale of all store products using Seven Eleven's online inventory software.
- Forecasted demand, placed orders, and stocked merchandise efficiently.
- Checked in merchandise deliveries from vendors and ensured accuracy.
- Maintained optimal inventory levels and implemented inventory control measures.

3- Portfolio Manager   (March 2024-Jan 2025)
Jahaniya Estate

- Managing property portfolios, coordinating with contractors, and scheduling site visits.
- Oversee a collection of properties.
- Ensure properties are well-maintained, occupied, and profitable.
- Monitor rental income, expenses, and overall financial performance.
- Identify and hire reliable contractors for maintenance, repairs, and renovations.
- Negotiate contracts and ensure work is completed within budget and timelines.
- Act as the main point of contact between property owners and contractors.
- Maintain records of contractor agreements, invoices, and work completed.
- Plan and organize regular site visits to assess property conditions.
- Coordinate schedules with property owners, tenants, and contractors for inspections.
- Document findings during site visits and recommend necessary actions.

4- Humanitarian Manager   (April 2017-May 2019)
NK Rana Foundation

- Organized and distributed grocery supplies to low-income families, ensuring timely and equitable distribution.
- Maintained detailed records of inventory, distribution, and beneficiary data for transparency and accountability.

- Managed a financial assistance to support weddings for low-income families.
- Evaluated applications and verified eligibility criteria to ensure fair allocation of funds.
- Monitored the use of funds to ensure they were utilized for intended purposes.
- Provided emotional and logistical support to families during the wedding planning process.
- Successfully distributed groceries to over thousands of families.

Certificates/internships and Academic Projects:

1. Web Developer (Front End)   May 2016

It was internship from ERS off 4 Months *(02/05/2016– 02/08/2016)* in which I had done the following things:
- Created and maintained content for company website, including HTML, CSS, Java and Bootstrap.
- Worked with team to create new features on existing product using agile development process.
- Collaborated with other developers to improve the user experience of a popular e-commerce platform.
- Developed responsive design that improved mobile usability.

2. UI/UX Designer   Dec 2021

It was online certificate from a Gov. based organization named as E-Rozgaar off 2 months (Dec21-Jan22) in which I had learned about the following things:
- Designing Fundamentals
- Creating Wireframes
- Designing Professional & Responsive Website
- Designing Professional Mobile Apps

Software's that are used were:
- Adobe Photoshop
- Adobe XD
- Figma

Academic Projects:

1. National Goods Transport Company (Final Year Project)   Nov 2020

It's an android based application, in which the good's owner will easily transfer their goods from one place to the required place by connecting to the transporter company and can easily book their desired vehicle in the required place, by this app the Good's owner and the transporters will easily contact each other.

2. Handshake detector (Data science)   May 2019

This project was developed on Python using SQL and Java.

3. Calculator (iOS Development)   May 2019

This project was developed using Swift and Objective-C.

4. Online Store (Web Technologies)   Dec 2018

This project was developed using HTML, CSS and Bootstrap.

5. Tic Tac Toe (OOP)   Apr 2017

This project was developed using C, C++ and OOP Concept.

Technical Skills:

- Proficient in using MS Excel, MS Word, MS Power point, MS Teams, Google sheets and docs, Google meet and Zoom
- Proficient in using communication channels such as E-mail, Telegram etc.

Language: English, Urdu (written and verbal)

Soft Skills: Problem Solving, Self-learning, Adaptability, Leadership, Time Management, Teamwork