

JUNAID IQBAL

MANAGER COUNSELLOR

CONTACT

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SUMMARY

Recently working with Galaxy Abroad education networks and have recently resigned to explore better opportunities that align with my career growth and development.

WORK EXPERIENCE

Galaxy Abroad Education Networks Pvt Ltd 2024 - PRESENT
Manager Counsellor

Provide one-on-one and group counseling sessions to address students' academic, personal, and social needs. Assist students in exploring career options, developing career plans, and preparing for college or job applications. Maintain confidential records of student interactions, progress, and outcomes. Excellent verbal and written communication skills to interact effectively with students and parents. Strong organizational and time management skills to manage multiple tasks and deadlines. Proficiency in using technology for communication, record-keeping, and accessing educational resources.

Faysal Bank Ltd. 2019 - 2024
Relationship Manager

Effective verbal and written communication is essential for conveying information, building rapport, and resolving issues. Understanding client needs and concerns is crucial, and active listening is key to grasping their perspectives. Often need to mediate disagreements and find solutions that satisfy all parties involved

Harum Pharma 2019 - 2019
Sales Promotion Officer

Creating and implementing plans to achieve sales targets and increase market share. Engaging with potential customers through various channels like in-person meetings, phone calls, and online platforms. Developing strong relationships with customers, distributors, and retailers to foster loyalty and repeat business.



EDUCATION

Bachelors of Business Administration 2013 - 2017
National University of Modern Languages

SKILLS

- Communication
- Problem Solving
- Business analysis
- Customer Service Excellence
- Client relationship management.
- Approaching new customers to establish relationships
- Negotiation
- Active listening
- Build trust with clients
- Time Management and Prioritization

LANGUAGES

- Urdu (Fluent)
- Punjabi (Fluent)
- English (Fluent)

REFERENCE

Will be furnished on Demand