Muhammad Hammad Aslam House No. R-76, A-One Cottages Yaseenabad, Karachi, Pakistan, 05444 hammadkhan7801@gmail.com +92-33-22669895 / +92-33-26-223311 19-07-2024

### Dear Sir/Madam

I am writing to express my interest in exploring new career opportunities under your guidance and supervision. As a full-time owner of a shop in Pakistan, and a part time real estate agent, I have gained invaluable experience in business management, customer relations, and operational oversight. However, the current economic conditions have significantly impacted my business, making it increasingly challenging to meet daily needs and fulfill my responsibilities as a husband, father, and sole breadwinner for my extended family, including my parents and two brothers.

My passion for learning, personal growth, and travel has been put on hold due to the demands of my current role. I am eager to embark on a new journey that allows me to acquire new skills, enjoy life, and pursue my interests while ensuring financial stability for my family. The opportunity to work with you and learn from your expertise excites me, as I am committed to transforming my career and achieving a more fulfilling and balanced life.

I am confident that my strong work ethic, dedication, and willingness to adapt will make me a valuable asset to your team. I am enthusiastic about the prospect of contributing to your organization while enhancing my own capabilities and experiencing new opportunities for growth and enjoyment.

Thank you for considering my application. I look forward to the possibility of discussing how I can contribute to your team and embark on this new chapter in my life.

Sincerely,

Hammad Aslam

## Hammad Khan

### **Real Estate Agent**

### Hammadkhan7801@gmail.com +92-332-2669895

Dynamic and results-oriented small business owner and a part time real estate agent with over 7 years of experience in entrepreneurship, committed to delivering exceptional value and customer satisfaction while driving business growth and profitability.

Experienced Real Estate Agent with a proven track record of turning client dreams into realities. Extremely knowledgeable about real estate procedures. Bringing forth strong multitasking skills, and a positive attitude seeking to assist at all times. Committed to achieving client success and satisfaction every step of the way.

## Areas of Expertise

- Computer Skills
- Microsoft Office
- Customer Service

- Multitasking Skills
- Ability to work in a team
- Communication Skills

# **Professional Experience**

### H.A Builders & Developers, Karachi, Pakistan

Real Estate Agent

- Managed all aspects of the sales process preparation to close, resulting in a 75% success rate.
- Successfully negotiated favorable terms for clients in more than 50 real estate transaction.
- Negotiated the sale of property for 3-5% above market value, resulting in a highly satisfied customer.

### My Self, Karachi Pakistan

#### Entrepreneur

- Designing handbills, Pena flex, Invitation cards, business Cards, CVs, Legal Documentations
- Managing Accounts, Ledgers, and billing.
- Sales Tax invoicing, quotations, business proposals and online research for clients.
- Online form submission local and international as well.

## Education:

### Matriculation:

• Board of Secondary Education Karachi, Pakistan.

#### Intermediate:

• Intermediate Board of Karachi, Pakistan.