



Muhammad Awais Iqbal

Amazon, eBay, Etsy & Ecommerce Virtual Assistant

To be part of a competitive Organization, where I can learn and polish my skills. To have a successful career, and to be in top management of the Organization.





Personal Info

-  awaisiqbal474@gmail.com
-  +92-303-2109860
-  <https://www.linkedin.com/in/m-awais-iqbal-1905b51a2/>

Education

- 2019-Till **MBA**
PAF-KIET
- 2012-2015 **B.Com**
University of Central Punjab

Skills

- Leadership**

- Hardworking**

- Problem Solving**

- Time Manage**


Language

- URDU** 
- ENGLISH** 

Certificates

- Certificate in Information Technology / 2013
- Diploma in Information Technology / 2016
- Peachtree & Quick Book Accounting / 2016

Expertise

I am professional and experienced in Administration, Customer Service, Accounts, and any task related to E-Commerce.
(Markets include Amazon, Etsy, eBay, and any other Custom online Compny)

Work Experience

- Aug 2021 - Present** ● **Freelancer (Remote)**
 - Project Manager at Aprico Technologies
 - E-Commerce Manager at NS Warehouse (UK)
- Jan 2021 - July 2021** ● **Admin and Accounts Executive (Remote)**
Fair Trade UAE
 - Accounts Management
 - Inventory Management
 - Amazon and ECommerce Manager
- Jan 2019 - Dec 2020** ● **Manager**
Meraki Textile
 - Admin, Accounts and Operations
 - Housekeeping, Inventory
 - Labour Hiring, Pay, Attendance
 - Labour Management
 - Production Management
 - Supervising Operations
 - Purchasing
- Dec 2016 - Dec 2018** ● **Assistant Manager**
KH Group
 - Admin, Accounts and Operations
 - Housekeeping
 - PA to CEO and Director
 - Labour Management
 - Site Operations
- Jan 2016 - Dec 2016** ● **Assistant Manager**
Willing Ways PVT. Ltd
 - Admin and Accounts Operations
 - Housekeeping
- Jul 2015 - Dec 2015** ● **Customer Support Representative**
Ibex Global
 - B2C Support
 - Customer Support

Interest

- Travel
- Reading
- Games
- Sports