

Zuhair Baloch

Manager

Contact

Address

3922, 2350 Way, 111, Al Hail
Al Janubiyya, As Seeb,
Muscat, Muscat 121

Phone

+96895653666

E-mail

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Skills

Project development and
life cycle

Management information
systems

Contract Negotiation

Business planning

Languages

Balochi

Intermediate (B1)

Arabic

Elementary (A2)

English

Elementary (A2)

Accomplished Operations Manager with a proven track record at Rind Baloch Construction Company, enhancing customer satisfaction and team productivity through effective management information systems and clear communication. Skilled in contract negotiation and business planning, I excel in transforming challenges into actionable solutions, significantly improving operational efficiency.

Work History

2023-09 -
2024-01

Operations Manager

Rind Baloch Construction Company, Balochistan,
Pakistan

- Supervised operations staff and kept employees compliant with company policies and procedures.
- Conducted regular performance reviews, identifying areas for improvement and developing action plans to address them.
- Developed and implemented strategies to maximize customer satisfaction.
- Facilitated smooth collaboration between departments through clear communication channels.

2023-02 -
2023-08

Manager of Operations

Pak China Mall Gwadar , Gwadar, Pakistan

- Established positive and effective communication among unit staff and organization leadership, reducing miscommunications, and missed deadlines.
- Improved customer satisfaction ratings by ensuring prompt resolution of issues and concerns.
- Enhanced team productivity by providing effective training programs and performance management systems.

2022-09 -
2023-01

Manager's Assistant

Friend's Enterprises Gwadar, Gwadar, Pakistan

- Responded to and directed incoming calls and other communication.
- Ran errands to support daily needs of management.
- Attended monthly sales meetings and reported pertinent information to employees.
- Scheduled meetings and managed calendar.

Education

2022-09

FSC: Pre-Medical

MIR JALAL KHAN H.S.S. MAND SOROO - Turbat
Balochistan

2020-07

Matriculation : Science

GOVT HIGH SCHOOL MAND SOROO - Balochistan,
Pakistan