

Muhammad Irfan

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Professional Summary

Customer-focused retail professional with extensive experience in sales, store operations, and business development. Currently running a successful garments shop, skilled in inventory, vendor management, and customer service.

Core Competencies

- Retail & Garment Sales
- Store & Inventory Management
- Customer Service Excellence
- Cash Handling & POS Operations
- Vendor & Supplier Coordination
- Staff Training & Supervision

Professional Experience

Owner & Manager – Garments Shop, Karachi - Jan 2019 – Present

- Established and currently operate a successful garment retail shop, offering men's and children's clothing.
- Manage end-to-end business operations including purchasing, sales, customer service, and marketing.
- Monitor daily sales, analyze trends, and implement strategies to improve turnover and customer retention.
- Supervise and train shop assistants to ensure top-tier customer service and inventory accuracy.

Sales Executive – Various Retail Shops, Karachi - 2010 – 2018

- Worked with leading local clothing and general merchandise stores as a senior salesperson.
- Responsible for cash management, billing, and maintaining accurate sales records.
- Handled inventory stocking, order taking, and assisted in the visual setup of the store.
- Built a loyal customer base through consistent service and product knowledge.

Education

Bachelor of Commerce (BCOM) - University of Karachi - 2014-2017

Technical Skills

- MS Office (Word, Excel)
- POS Systems
- Social Media Marketing (Facebook, WhatsApp Business)
- Basic Accounting

Languages

- Urdu – Native
- English – Intermediate
- Punjabi – Fluent