

AHMED I. FAROOQI

FAX (051) 221-1472 • E-MAIL AHMED@AEPROPERTIES.NET
OFFICE NO 2 FIRST FLOOR MOON PLAZA F-10 MARKAZ • ISLAMABAD 44000, PAKISTAN
• PHONE (0300) 856-5519

PROFILE

Seasoned real estate professional with domestic and international experience in residential and commercial real estate sales, management, property valuations and property appraisals. Having three years experience of managing own real estate firm. Excel in public relations, marketing, human resource and procedures administration. Having and in dept knowledge and market trend of Dubai real estate market and working with top real estate companies of Dubai.

PROFESSIONAL EXPERIENCE

June 2004 to date AL-EMARAT Real Estate & Construction Co. Islamabad, PK

Appraiser/Owner

Sales Management

- ✓ Recruited, interviewed, hired and trained all sales personnel.
- ✓ Developed an elite, goal centered, cooperative sales force.
- ✓ Managed up to five sales staff.
- ✓ Provide customer feedback to sales staff and assist as necessary.
- ✓ Successfully marketed using direct mail, on-site promotions, newspaper and radio advertising. Diligently built prospect database from walk-ins and phone calls.

Sales

- ✓ Serviced more than 200 customers, with repeat/referral sales rates approaching 90%, as a result of outstanding service and regular mailings.
- ✓ Drafted and negotiated sales and purchase contracts.
- ✓ Developed and maintained investor relationship increasing number of investors by 25% for years 2005 to 2006.
- ✓ Successfully marketed and booked residential plots measuring 500Sq yards of Roshan Pakistan Housing Scheme worth Rs. 30 Million during year 2005
- ✓ Successfully marketed and booked residential plot of different sizes of Multiprofessional cooperative housing society worth Rs. 27.3 Million during year 2005
- ✓ Successfully booked Spanish style studio apartments of ARY Properties Dubai worth Rs. 3.3 Million during year 2004.
- ✓ Made business development through making and maintaining the company website and entering into dot.com industry.
- ✓ Arrange the home finance for 6 clients for purchase of house and renovations through Meezan Bank Islamic Home Financing during year 2006. Loan approved value is Rs. 37 Million.

Property Management

- ✓ Included in one of the first real estate firm in Islamabad to initiate property management concept.
- ✓ Develop procedures to ensure prompt rent collections, tenant screening, disbursements

CERTIFICATIONS

- ✓ Member Islamabad Estate Agents Association.
- ✓ Member Islamabad Chamber of Commerce & Industry.
- ✓ Authorize Real Estate Company for Meezan Bank (Pvt) Ltd during Aug 2005 to July 2006.
- ✓ Authorize property evaluators for Grahame Stowe Bateson North Yorkshire UK and Aurangzeb Khan Solicitors West Yorkshire UK.
- ✓ Authorized Corporate selling agent of DAMAC properties Dubai, U.A.E

COMPUTER SKILLS

- ✓ Proficient in word, excel, power point, project and internet research.
- ✓ AutoCAD and Total 3D Home Design.

INTERESTS & HOBBIES

- ✓ Reading, Adventure Traveling, cricket, snooker and soft music.