

# AZEEM QAMAR

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## SUMMARY

Proactive Project Manager experienced in managing a variety of fit out teams and projects. Successful in creating effective communication between personnel, sub contractors and the management team.

I am successful at finding cost-effective solutions to the various challenges that arise during the process of creating and delivering a required element for the project.

Having come to this country as a strategy officer for an IT company my work and ability took me to a different level of work profile for which I am now satisfied by delivering what my clients need, I offer my client complete one stop shop for office fit out which also includes setting up the office with the essentials of IT, communications and security system.

On a personal front, I wish to believe that work is never time bound, especially in this industry. I therefore believe in work achievements far more than work hours.

My observation out of working in international arenas of the business is that an assignment is never too small and any target makes itself attainable, provided the attitude remains focused.

## HIGHLIGHTS

**Project Budgeting**  
**Government Permission**  
**Civil Defense Approvals**  
**HVAC Knowledge**  
**Labour Management**

**Customer Satisfaction**  
**On site handling**  
**Security System Knowledge**  
**Building Data Cabling**  
**Purchasing Knowledge**

## EXPERIENCE

**Business Development Director** 12/2016 to Present

**Mirai Real Estate Developers. Dubai, Dxb**

**Job Profile.** I am heading the development division with respect to Construction – Building Management – Sales for the Building and Rentals.

This is a Dubai based company operating from Business Bay, Mirai also has presence in India. A branch out from Metro Capital Investments Hong Kong. Company is mainly into real estate development , sales and strategy. I am in charge of engaging and hiring a designer and consultant for construction. As I have hands on experience from my previous companies and well versed with all the mandatory approvals and co relating and connecting the services.

## MY ROLE :

As Development Director, I have a decisive role to play when it comes to business and operating strategies. All in all I am responsible to get the best deals in the market for our company's requirement when it comes to acquiring land or recruiting services for consultations, constructions, and all the related services. Also finalizing the 3<sup>rd</sup> party consultants and contractors for work i.e RTA impact study, GREEN Building services and various other mandatory requirements for constructing a project.

I am the face when it comes to coordination with anything related to selling and buying.

Currently Projects working on are:

- Al Furjan Residential Building – G+2P+20
- Al Furjan Villas G+1 – 10 units
- Studio City Residential Building – Land Acquiring – Buying multiple plots for development
- International City – Joint Venture for a small project – Funding from our company.
- Working on the PR & Branding for the launch of the Project and Company Identity. Our Brand which will be launched in the market 1OAK – and Building Name brand Roots@36.
- Strategy Planning of Sale and Rental Lease for our project by coordinating and selecting Real Estate Agents.
- Assisting India and Singapore Office Personnel for designing strategy for sale pitch of India and Thailand.
- Setting up co venture companies in UAE, organizing and creating a business link and path for new entry companies in UAE.

## **Operations Manager      07/2013 to 11/2016**

### **Fabiz Solutions & Interiors LLC   Dubai, Dxb**

Presently working for Fabiz Solutions & Interiors LLC, as Operations Manager . This is a Dubai based company operating from Business Bay, I am handling the entire operations of this company and also assisting in sales when ever needed. My role is to start a project and deliver it to the client with all the Necessary and mandatory approvals, coordinating with the government bodies for approvals, assigning the staff for the project, finalizing the required material and assisting the junior staff for any further requirements for delivering the project.

## MY ROLE:

Appointed as the Operations Manager, I was handling the entire team of the company, related to the fit out and IT aspects, The company was providing complete services which included designing, building , furniture, camera setup, IT DATA setup, server setup and security , TURN KEY PROJECTS.

I was involved from the initial stage where we studied the drawings and give concept designs to the clients. We had to understand the level of detailed work the client was looking at, as per the clients requirement we used to plan and design.

Complete purchasing and out sourcing (if any) was under my control.

Projects Handled are mentioned below. Works Carried out included all the approvals from the related sources - DCD & building management.

- MULTICHOICE AFRICA - MEDIA CITY
- SOUQALMAL - JLT
- ORIGIN JEWELLARY - GARHOUD
- DEEMAH STONES AND MARBLES - BUSINESS BAY
- MERAI REALATORS - BUSINESS BAY
- RAY WHITE INTERNATIONAL REAL ESTATE - BUSINESS BAY
- BAWABAT AL KHALEEJ TRADING - BUSINESS BAY
- MANSION HOUSE REAL ESTATE - BUSINESS BAY
- WE 4 YOU REALESTATE - BUSINESS BAY
- SUB CONTRACT OF DUBIZZLE AT MEDIA CITY (FLOORING WORKS)
- GARHOUD LEATHER & FUR SHOWROOM - CARGO VILLAGE - GARHOUD
- FOODIES DELIGHT CAFETERIA - INTERNATIONAL CITY
- TALABAT.COM - BUSINESS BAY
- FOOD ON CLICK - BUSINESS BAY
- DELIVEROO.COM - BUSINESS BAY
- GERAB IT SOULTIONS - JABEL ALI
- ALKOZAY - COMPLETE CAMERA INSTALLATIONS- RAS AL KHAIMAH.

#### **VISUAL OF WORKS:**



**Operations Manager 02/2012 to 06/2013****Business Impulses Fzc LLC Dubai, Dxb**

Business Impulses was the first company for me in Dubai. I started here as a Operations Manager for the division of hardware and software, mainly I was taking care of the sub contractors we used while implementing the projects. Here we got an opportunity for working for a project where I was introduced to interior fit-out, which inspired me to get in to the fit out industry completely.

**Operations Incharge 09/2007 to 01/2012****DTS Tours Mumbai, Maharashtra**

Was Associated with DTS Tours as Operations in-charge, Handling the maintenance of leased hotel and restaurant, taking care of the daily requirements of the day to day work, and managing the drivers , conductors of the buses along with the scheduling of the vehicles servicing and cleaning.

**Operations 06/2006 to 08/2007****Raj Tours & Travels Mumbai, Mah**

Was Working for Raj Travels (National Express division) as a Senior Operations Manager since My duty was to dispatch the buses on various destinations. I was controlling 134 buses with a staff of 230 drivers and conductors.

**Delivery Man 07/2005 to 06/2006****Kyhber Restaurant Croydon, London**

As I was doing a course of travel and tourism I was working part time with an Indian restaurant as a delivery man

**Companies**

During my work experience in various companies in the last fifteen years I have handled the following assignments from Time to time, between 1991 to 2006.

**SALES:**

From 1991, I started as a counter salesman attending to Passengers and issuing tickets on public transport buses operating on different routes from Mumbai, Managing .RENT-A-CAR services, Hotel Reservations and Airlines bkg.

**OFFICE ADMINISTRATION:**

After two years of counter sales experience I was handling Office Administration, which included managing the Junior staff, allocating the duties to Drivers and Attendants.

**OVERSEAS EXPERIENCE:**

From May 2002 to July 2003 was working for M/s Alkabeer Foodstuffs in Saudi Arabia (Riyadh), as a sales executive.

I was handling the supermarkets sales requirements. I was also handling the promotions of our products at various supermarkets. I was also handling the Inward containers from our Mother Company in United Arab Emirates.

**:Since Aug 2003 to March 2005**

I have been associated with Dadar Tourist Center at the post of Associate Director. The Company is in to Rent A Car Hotel Reservations All Over India.

**Education**

**B.Com: Commerce 2012**

CMJ University Mumbai, Mah, India

Completed my Graduation , Having attested certificate from Ministry of Interiors India and UAE.

**Associate degree: Travel and Tourism 2006**

U.K. Rochvielle University London, UK

A short course of Travel and Tourism

**GED: Commerce 1993**

Siws Nr swamy college of commerce Mumbai, Mah, India

Completed Higher Secondary Certificate

**High School Diploma: General 1991**

Dadar Parsee Youth Assembly High School Mumbai, Mah, India

Completed Schooling

**Skills**

Computer Accounting, Knowledge of hardware, well versed with Corel Draw, Front Page, Photoshop, E-Banking and Documentation.

Holding UAE Valid Driver's License