**Gulfjobseeker.com CV No:** **1184922**

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**Objective:**

To be employed in an organization which will offer both challenges and opportunities to increase knowledge and responsibilities in the positions: teacher, translator, secretary, Administrator, Public relation Officer, and Executive Assistant.

**Summary:**

* Possess Master Degree& B.Ed
* Academic credentials
* Qualified in General Secretarial Work
* Multilingual asset
* Well versed in translation
* Computer knowledge
* Typing: English and Arabic

**Educational Qualifications:**

* **Master of Arts** in Sociology - **Indira Gandhi National Open University**, Delhi - India
* **Master of Arts** in Islamic and Arabic Literature - Darul Huda Islamic University, Kerala - India

(Member of Federation of Islamic Universities League, Cairo)

* B.Ed in Social Science- University of Calicut- Kerala, India
* Bachelor of Arts in Sociology - University of Calicut- Kerala, India
* Bachelor of Arts in Islamic and Arabic Literature (Darul Huda Islamic University – Kerala India)
* Two years Diploma in Functional Arabic Ministry of Human Resource Development, Govt. of India

**Work Experience:**

* Worked as a **Lecturer** in **Malik Deenar Academy**,Kasaragod, Kerala – India (2009-2012)
* Worked as a **Lecture** in **Busthanul Uloom Arabic College**, Kannur, Kerala - India

**Computer Skills:**

* MS office (Word, Excel, Power point & Outlook)
* Adobe Photoshop & Adobe PageMaker
* Internet and Emailing
* TYPING SKILL of English & Arabic.

**Languages Known:**

* Arabic
* English
* Urdu
* Malayalam

(Excellent in reading, Writing, Speaking and Translation)

**Personal information:**

Date of birth : 18-04-1988

Sex : Male

Religion : Islam

Place of issue : Kozhikode

Nationality : Indian

Marital status : Single