** ***Omar.292971@2freemail.com***

**Personal information**

1. Name: ***Omar***
2. Gender: Male

**Education**

1. Intermediate in Commerce from Skh. Khalifa Bin Zayed Arab Pakistan School, Abu-Dhabi (2011-13)

 **Languages**

1. Can speak, read and write English
2. Can speak, read and write Urdu
3. Can read and write Arabic

 **Ability**

1. Good in computers (Ms word, PowerPoint, excel, internet usage)
2. Artistic Photographer and editor
3. Effective in customer services
4. Reliable
5. Has convincing power
6. Situation handling
7. Time management
8. Enthusiastic team player with strong interpersonal skills

**Skills and Achievements**

1. Proficient in Adobe Photoshop, Illustrator and web designing (Course done from Syscoms college, Abu-Dhabi)
2. Has secured positions in different speech debates (English)
3. Done Professional Photography course at Lotus Educational Institute Dubai
4. Was selected to exhibit my Artwork in 5th Lotus Educational Institute Exhibition at Dubai Knowledge Village.

**Experience**

1. Currently working with Overseas Marine Logistics as HR assistant. ( Dec. 2015 Till Date)
2. Worked with Etihad Airways as Guest Service Agent(summer Temp) from June 2015 till October 2015
3. Assisted Dubai Trip Planners in following up with clients queries, email correspondence, booking leisure trips and hotel reservation,

 Desert Safari, City Tour Etc. ( Dec. 2014 Till May. 2015)

1. Worked at Dubai Motor Show event 2013 as Customer Services (Nov. 2013)
2. Done various photo shoots for companies like Naqqash Concepts, Cavalos horse accessories, GITEX ect.(Dec 2012 till Jun. 2013)
3. Has worked for VIAD (volunteers in Abu-Dhabi) and typed Braille books for blinds (Sep. 2012)