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#### ****CURRICULUM VITAE****

**MUSAAB MAHMOUD**

**CAREER OBJECTIVE:**

An enthusiastic self motivated individual with excellent inter personal skills the ability to take responsibility & work as a team. Quality & customer focused with the drive to achieve results. To seek a challenging & responsible assignment in a reputable organization, where I apply my current skills & knowledge

**PERSONAL SKILLS:**

* Punctual focused and very dedicated to any task given.
* Hard working self motivating team player.
* Maintain observer’s honesty and loyalty.
* To maintain good public relation.
* Excellent planning and organization skills.
* Excellent communication skills
* Honest & sincere in dealing with customer and colleagues
* Interested to take responsibilities and extra task
* Sincere and Honest.
* Understanding and helpful nature.
* Ability to work in minimum supervision.

**PERSONAL INFORMATION:**

* Name : Musaab Mahmoud
* Sex : Male
* Religion : Islam
* Date of birth : 01/01/1984
* Language Known : English & Arabic
* Nationality : Sudanese

**EDUCATION QUALIFICATION:**

* Diploma in computer science from Sudan university of science and technology
* University of Khartoum faculty of technological and development studies
* Three years intermediate diploma in financial securities and investment funds
* Good Knowledge of all Microsoft Office

**PROFFESSIONAL EXPERIENCE**

**S.S. Lootah Group ( 2014 – Till this date**  **)**

Customer Service Representative at lootah B.C Gas since

Response an Emergency situations such as, Fire , cookers blasts , gas leak and gas smell

Our Clints are Emaar , Nakheel and ADNEC.

**Collection bank of Khartoum (2009 2010)**

* Call people whom the bank owe them to alarm for pay time
* Using ordinary care in agreement for items
* Making necessary protest or giving notice of delay or loss in transit

**Customer care with Emrill Services LLC Dubai U.A.E. (2012 – 2014)**

* Providing customer with information
* Help to resolve any customer complains

**Zain Call center (2006 to 2008)**

* Opens customer accounts by recording account information.
* Maintains customer records by updating account information.
* Maintains financial accounts by processing customer adjustments.
* Prepares product or service reports by collecting and analyzing customer information.

**HOBBIES:**

* Reading
* Travelling
* Listening music

**Job Seeker First Name / CV No:1822512**

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