** MOHAMED**

[**MOHAMED.338791@2freemail.com**](mailto:MOHAMED.338791@2freemail.com)

***Objective***

**To be engaged in a company that values, professional growth, career advancement and employees’ dedication to further grow and enhance my career opportunities.**

**Special Skills / Qualifications**

**Service orientation excellent communication skills.**

**Calm and pleasant mind**

**Hardworking, independent, dedicated and competent**

**Good relation with everyone**

**Work experiences**

**1 Company lord’s hotel**

**Position front office receptionist**

**2008 to 2013,, deira Dubai**

**2 Worked as a receptionist torch tower hotel. In Doha Qatar**

**From 2015 January**

**Other**

**3 Worked as a front desk assistant more than two years**

**In Trans world agent srilanka**

**Professional qualification**

**1 Completed the diploma in computer studies 6month course**

**(MS Word 2004, excel, access, power point,)**

**2 Completed the diploma in hotel management**

**(2years from 2003 to 2005)**

**Educational qualification**

**Passed general certificate of examinations advance level conducted by the government of srilanka in august 2002**

**Subject’s grade**

**1 political science c**

**2 Islam C**

**3 geography C**

**Known language**

**(English, Hindi, Tamil, Malayalam, and Sinhala)**

**Personal Information**

**Birthdates : June 11, 1983**

**Birthplace : matale**

**Civil Status : married**

**Nationality : srilanka**

**Visa Status : Visit Visa Expiry Date 03/04/17**

**Applied for receptionist**