# *Curriculum Vitae*



**Personl Detail:**

Name : Adeel

Date of Birth : 05/10/1994

Marital Status : Single

Nationality : Pakistani

Religion : Islam

Current Location : UAE Dubai

Visa type : Employment visa

Visa Validity : 10/06/2019

C/o-Cell No : +971505891826

Mail ID : [adeel.378007@2freemail.com](mailto:adeel.378007@2freemail.com)

**Objective:**

To get more exposure, accept challenges, utilize skill and prove worth. Attain self-satisfaction by working in a stable, challenging where I can optimally utilize my skill and abilities while continuing grow professional.

**Qualification:**

**D.A.E** : (Electrical Technology) From Technical Board Peshawar (2015)

**Metric:** (With Science) From Board of Intermediate and Secondary Education Kohat (2010)

**Currently job:**

**SialManan Transport L.L.C**

**Customer Service Representative**

Handle customer inquiries,complaint,billing questions and payment extension/service requests.calm angry callers,repair trust, locate resources for problem resolution and design best-option solutions.interface daily with internal partners in accounting, opreations and consumer affairs divisions.

* Resolved an average of 200 inquries in any given week and consistently met performance benchmarks in all areas (speed,accuracy and volume).
* Greet transfer and holds calls and build rapport, listen,clarify and mange conversational flow
* Manage upset customers,conflicts and challenging situation and deliver outstanding service
* Helped company attain the best customer service ratings in all categories including communication skills,problem resolution and politeness.

**PROFESSIONAL EXPERINCE: (03 Month**

* Worked as an Electrical field at power plant, Babri Textile Mills, Kohat.
* Worked as anElectrical field at NelamJhulam Project ( NJHEP). (AJK)
* Worked as all the related worked in Electrical field like machinery setup and repairing.
* Worked as all the related worked in Electrical field like overhauling and maintenance activities.

**Duties and Responsibilities:**

* Handled the task of generator under the supervision of senior engineers.
* Testing of TDS .
* Testing the Temperature of Generator.
* Testing the Engine Oils of Generator.
* Monitored and coordinated on going maintenance activities and procedures.

**PROFESSIONAL EXPERINCE: (03 Month)**

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* Worked as all the related worked in Electrical field like overhauling and maintenance activities.
* Govt NIP (National Internship Parogram) Prime Minister’s Youth Training Scheme Online Data Entering.

**PROFESSIONAL TRAINING:**

* (03) Months experience as a Electrical field \_Babri Textile Mills pvt. Ltd.
* (03) Months experience as a Electrical field \_ NelamJhulam Project ( NJHEP) (AJK).

**FINAL YEAR THESIS /PROJECT:**

* ManufactureTransformer during the research in Diploma project Govt technical college kohat campus.

**Skill:**

* MSOffice (MS Word,MS Excel.MS Power point),Internet etc.
* Online Data Entery.

**LANGUAGES:**

* English
* Urdu
* Pashto

**REFRENCE:**Available on desire..