CURRICULUM VITAE

 Khadija

E-mail: khadija.380666@2freemail.com

PERSONAL PROFILE:

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Date of birth

Sex

Marital status

Nationality

Languages known

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20/10/1989

Female

Single.

Uganda

English, Swahili, Luganda, Arabic

ACADEMIC CHRONICLE.

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Uganda Certificate of Education

Uganda Advanced Certificate of Education

Diploma in Journalism

Degree in Mass Communication

Certificate in Guiding & Counseling

Certificate in Security Guard

Diploma in Education

EXPERIENCE:

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Worked as Receptionist in Serena Hotel – Uganda

Worked as Radio Presenter in Triple AFM - Tanzania

Worked as Security Guard in Al Zahra Hospital, Sharjah, UAE



DUTY RESPONSIBILITY AS SECURITY GUARD

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Maintained & updated hospital security system as required on a regular basis

Ensured clean & safe working environment for visitors, patients and hospital staff

Conducted regular safety inspections of all hospital areas.

Reported all incidents to supervisor in an accurate and timely manner

Completed work logs after every shift for supervisor review

Protected hospital personnel and properly from theft and other damages

Responded promptly to emergency calls & help requests

Guiding patients and relatives to direct other areas of the hospital

SKILLS

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Good Communication skill

Friendliness

Confidence

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Respect

Flexibility

DECLARATION:

I hereby declare that all the details furnished above are true to the best of my knowledge and belief and

can be supported by relevant certificates/documents. I dedicatedly assure you that I will spare no pains

to use my utmost ability to perform the work with a view to uplifting the company, in which I form a

part.

Place: Sharjah

(Khadija)