**First Name of Application CV No 445290**

Whatsapp Mobile: +971504753686



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| **Objective:** | To be of services to a reputable organization and earn a position therein that maximizes the use of my knowledge, skills and potentials in contributing to goals and success of the institution. |
| **Profile:** | Displaying the items in to proper places where to be placed.  Handling photocopy, printing, Binding, Lamination and AutoCAD printing.  Checking the stock availability in branches and send the order to the warehouse.  Preparing tea and coffee to the customer.  Worked as photocopy sales man in April 2011 to Jan 2013 at Al Furqan Book Shop in Dubai  Worked as a cashier in Jan 2013 to till date as same company (Al Furqan Book Shop) in Dubai.  Worked as a cashier in coffee shop at Chennai (India) 2009 June – 2010 0ctober. |
| **Education:** | S.S.L.C from Higher Secondary Education in Tamil Nadu |

**Technical Skills:**

Basic Knowledge in MS-Office ,Excel and Power point

**WORK EXPERIENCE**

Worked as photocopy sales man in April 2011 to Jan 2013 at Al Furqan Book Shop in Dubai

Worked as a cashier in Jan 2013 to till date as same company (Al Furqan Book Shop) in Dubai.

Worked as a cashier in coffee shop at Chennai (India) 2009 June – 2010 0ctober.

**Other Skills**

Service oriented to ensure customer satisfactions, excellent social and communication skills individual with tact and diplomacy, disciplined and accurate, able to stay calm under pressure ambitious , self-motivation ,appreciate the value of team work, energetic ,sincere and hardworking ,

**Personal Details:**

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| Date of birth | 20/04/1990 |
| Nationality | Indian |
| Marital Status | Single |
| Languages Known | Tamil,English,Hindi,Arabic and Malayalam |
| Height | 172 cm |
| Weight | 65 kg |