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| --- | --- |
| **Abdulla** **Email :** Abdulla.281059@2freemail.com  | pp   copy |

**Carrier Objective:**

To work with an esteemed organization where I can perform assigned tasks timely, accurately & effectively with all my skills & abilities that I acquired from my previous experiences as per the company’s policies for mutual benefits.

**Strengths:**

* Self motivated, Obedient, Sincere and Punctual
* Ability to work in group as well as independently under any pressure.
* Systematic, Ability to learn faster.

**Overview:**

More than 6 years combined experience in customer services. Have 5star hotels experience, personal assistant and Transport supervisor experiences. Seeking an opportunity with your well-established Organization.

**Employment History**

 **1. Designation : Personal Assistant.**

**Organization : Lindenberg Emirates Llc, Abu Dhabi, Uae**

**Duration : From Sep 2014 To Still**

 **2. Designation : Customer service agent**

**Organization : Atlantis The Palm Dubai,Uae**

**Duration : From Dec 2012 To Sep 2014.**

 **3. Designation : Executive Shauffeur**

**Organization : Personal Driver,Dubai, U.A.E**

 **Duration : From March 2012 Till To October 2012 .**

 **4. Designation : Executive Shauffeur And Team Leader**

**Organization : Yas Viceroy Hotel, Abu Dhabi, U.A.E**

**Duration : From Jul 2009 Till To 08/04/2012**

 **5. Designation : Sales Executive**

**Organization : Edappal Electricals , Kerala , India**

**Duration : From July 2005 - August 2008**

**Academic Qualifications:**

* Bachelor Of Business Administration (BBA), Kinsale University USA
* Higher Secondary School (Board of Higher Secondary Education, Kerala)
* SSLC (Secondary School Leaving Certificate)

**Technical Qualifications:**

* Computer Expertise ( Basic Awareness in MS Office Packages )

**Personal Summary:**

* Date of Birth : May 23/05/1985
* Nationality : Indian
* Gender : Male
* Marital Status : Married
* Validity : 15 April, 2022

###### Languages Known : English, Malayalam, Arabic and Hindi

* Visa Status : Employment. 28/10/2016.
* U. A. E Driving License Type :: Light Vehicles

I here by declare that the above-mentioned information is correct up to my knowledge and I bear the responsibility for the correctness of the above-mentioned particulars.

Yours sincerely,

Abdulla