**CURRICULUM VITAE**

**SHOAIB**

**E-mail:** [**shoaib.381652@2freemail.com**](mailto:shoaib.381652@2freemail.com)

**Objective:-**

To work in an environment which offers a good opportunity to share my knowledge and skills with others and participate myself and work towards for a complete satisfaction of the company and client.

**Educational Qualification:-**

* **SSC (Science) – 2009**

AJK Board of Intermediate & Secondary Education, Mirpur (AJK) Pakistan

* **FSC (Pre-Engineering) - 2011**

AJK Board of Intermediate & Secondary Education, Mirpur (AJK) Pakistan

**Professional Experience:-**

**Transguard Group LLC, Dubai, U.A.E (04 May 2015)**

**(May 2015 to July 2016)**

**Position: Security Officer at Emirates Airlines Dubai silicon oasis (Pilots Accommodation).**

**Position: Security Officer at Emirates Group Technical Centre (EGTC).**

**Responsibilities:**

* Providing security at pilot accommodation
* Prevention of crime and accidents at pilot accommodation
* Manage and records all internal and external issues
* Provide emergency assistance
* Maintain check in and check out of occupants.

**Position: Car park attendent at deira city center (Majid Al Futtaim).**

**(July2016 to till now).**

**Responsibilities:**

* Provide customer care to customers
* Provide assistance to customers at parking exits
* Collection of parking fee at parking exits
* Prevention of crime and accidents
* Reporting for casualties inside property

**Trainings / Courses:-**

* MS Office (MS Word, MS Excel)
* MS Windows (Internet, Troubleshooting, Downloading)
* Customer care training (Emirates aviation college, Dubai, U.A.E)
* First aid training (Emirates aviation college, Dubai, U.A.E)
* Fire fighting training (Emirates aviation college, Dubai, U.A.E)

**Driving license(uae):-**

* LMV3 light vehicle (manual)

**Achievement:-**

* Received two appriciation Certificates from majid al futtaim management (MAF)

**Interest:-**

* Photography, Playing cricket, Badminton, Travelling, Browsing Internet

**Skills:-**

* Excellent attitude work and interpersonal skills
* Have long term experience to work as team
* Having capabilities to work with foreigners as a team member
* Strong organization problem solving and planning skills
* Maintain, reliable, self motivated and good co-operator b/w departments

**Personal Details:-**

Nationality : Pakistani

Date of Birth : 24-05-1993

Gender : Male

Religion : Islam

Marital Status : married

Languages Known : English, Urdu, Punjabi and Hindi

**Passport Details:-**

Date of Issue : 05-11-2014

Date of Expiry : 04-11-2019

Place of Issue : Pakistan

Visa Status : Free Zone Visa

**Other Information:-**

* Notice period: 1 month

Reference available on demand

**Declaration:-**

I hereby declare that the above mentioned statement is correct & true to the best of my knowledge & belief.