CURRICULUM VITAE



Navaskhan Z

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Behind Al-Futtaim Mosque, Deira, Naif Road, Dubai - UAE

EDUCATION

- Higher Diploma in Computer Applications
- Typewriting English (Senior Grade)
- Certificate Programme in Mobile Phone Servicing
- Higher Secondary School

SKILLS

- Self-Motivated & Hard Working
- Self-Planning & Time Management
- Ability to Face & Solve Problem
- Good Communication & Presentation
- Willing to learn

COMPUTER SKILLS

- Excel, Word, PowerPoint & Outlook
- Troubleshoot Hardware, Software & Networking
- Troubleshoot Printer & Scanner Issues

LICENSE DETAILS (IND)

- Light Motor Vehicle
- Motorcycle with Gear

PASSPORT DETAILS

Passport Number: M2794627
Date of Expiry: 13-10-2024
Visa Status: Visit Visa UAE

STORE KEEPER, RECEPTIONIST IT-ASSISTANT, CASHIER, SALESMAN DATA ENTRY OPERATOR

PERSONAL DETAILS

Nationality : IndianMarital Status : MarriedSex : Male

Date of birth : 27-07-1983Religion : Muslim

• Languages : English, Tamil, Malayalam

EXPERIENCE IN - UAE

Position : Receptionist, Salesman & Cashier

Company : TIGI Concept Cosmetics, &

Beauty Salon (Dubai UAE)

Experience : Mar 2015 to Apr 2019 (4.2 Years)

EXPERIENCE IN - IND

Position : Storekeeper

Company : Renfra Power Private Limited

(Speed Team Group)

Experience : Jul 2019 to Aug 2021 (2.2 Years)

Position : Data Entry Operator & IT Assistant Company : Agnite Education BPS Private Limited

Experience : Jan 2011 to Aug 2012

Position : IT Assistant & Computer Operator Company : Akshaya Center - Public Common

Service Center

Experience : Oct 2021 to Sep 2022

DECLARATION

I hereby declare that the above given information are true and correct to the best of my Knowledge and Belief.

NAVASKHAN Z