

OBJECTIVE

To best utilize my knowledge and skills for the in your company besides gaining more experience and to improve myself in career enhancement and looking for a new and competitive working environment.

EXPERIENCE

AC Office 2019 - 2021

Office boy

- · Assisting other administrative staff in wide range of office duties
- Collecting and distributing couriers or parcels among employees and opening and sorting emails
- Cooperating with office staff to maintain proper interaction and a friendly environment within the office

Beans N Brews At Raintree

2016 - 2018

- Took coffee, food, and other beverage orders and prepared them for customers quickly and effectively.
- Maintained a clean and professional appearance and dining area for guest satisfaction.
- Washed dishes and restocked the bar line for continued fast service capabilities.

EDUCATION

St Michael School

SSLC

Junior PU College

PUC

PERSONAL INFORMATION

Name : Nawaz

Date Of Birth: 31/07/1986

Nationality: Indian
Passport No: N6244130
Expiry Date: 11/01/2026
Visa Status: Visit Visa

DECLARATION

I hereby certify that all the above information are true and correct to the best of my knowledge and belief Share

NAWAZ