



# SALMAN FARIS K

## My Contact

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☎ : +971552350449

📍 Sharjah , uae

## Personal details

- Date of birth : 05/10/1994
- Gender :Male
- Religion :Muslim
- Nationality :Indian
- Material staus :Married

## Soft Skill

- Observation
- Decision making
- Communication
- Multi-tasking

## Language

Malayalm  
English  
Hindi  
Arabic

## Personal details

Passport no :M1520273  
Date of issue : 23/08/2014  
Date of expiry: 22/08/2024

## Objective

Seeking a posting to be utilized experience in a career opportunity would make a significant contribution to success of the employer will be gained also profession.

## Professional Experience

- **Relationship exicutive poc-dse in AM motors maruthi suzuki dealer**,kerala india. 3 years working experience
- **Data Entry Operator cum Office Assistant'** in Qatar Primary Material Company, Qatar. (2015-2019)  
3 years working experience

## Education

B.Com (Calicut University) 2014  
Plus Two (Board of Kerala) 2011  
SSLC (State of Kerala) 2009

## Computer Skills

DIFA  
MS Office  
Tally  
Peachtree

## Duties & Responsibilities

Entering customer and account data from source documents within time limits.

Compiling, verifying accuracy and sorting information to prepare source data for computer entry.

Reviewing data for deficiencies or errors, correcting any incompatibilities and checking output.