



MOHAMED AFSAL

OFFICE ADMINISTRATION

 +971 54 766 7817

 afsalap373@gmail.com

 Ajman - U.A.E.

PERSONAL PROFILE

Date of Birth : 16/02/1996
Nationality : Kerala - India
Marital Status : Single

PASSPORT DETAILS

Passport No : U4085521
Date of Issue : 20/03/2020
Date of Expiry : 19/03/2030
Place of Issue : Malappuram

LANGUAGE

English ●●●●●●●●●●
Hindi ●●●●●●●●●●
Arabic ●●●●●●●●●●
Malayalam ●●●●●●●●●●

VISA STATUS

Visit Visa
Expiry Date 29/03/2024

● OBJECTIVE

I am looking for a challenging job with a rapidly growing organization that can provide me with a range of goals and job objectives within a contemporary and economical business setting.

● WORK EXPERIENCE

Worked as **Office Administration**
at Future Institution, Kerala - India 2022 - 2023

Worked as **Store Keeper**
at Ayanam Trading, Kerala - India 2021 - 2022

EDUCATION

- **B COM – CO OPERATION**
Calicut University
- **PLUS TWO - COMMERCE**
Kerala HSE
- **SSLC**
Kerala Board Of Public Examination

TECHNICAL QUALIFICATION

- Tally Prime, Ms Office
- Arabic Typing and Office Automation
- Internet Applications

SKILLS

- Leadership
- Teamwork
- Problem Solving
- Communication

DECLARATION

I hereby declare that all the statements given above are true to my knowledge.