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Abu Dhabi , UAE

Personal Details

Date Of Birth : 23-06-1983

Gender : Male

Nationality : Indian

Marital Status : Married

Driving License : Manual

Languages Knowns

English,Hindi,Arabic,Tamil & Malayalam

Educational Qualification

Bachelor of Business Administration,
from Alagappa University, Tamil Nadu, India

Technical Skill

Basic computer

- Microsoft -Office
- Internet operations

Accounting software's

- Tally ERP 7, 9.
- JMJ, HMS

Skills

- Team work ability.
- Trustworthy & well organized.
- Self-confident, adaptability.
- Able administrator of confidential projects with dispatch & discretion.
- problem-solving skills.

MOHAMED NIZAR PK

CAREER OBJECTIVE

Professional driver seeking a responsible career opportunity in a successful company, where I can fully utilize my experience & skills to achieve the goals of the company.

WORK EXPERIENCE

Driver at Al Jadee Al-Shamali (GCC).

Job Duration: From 2005 to 2011.

Job Profile:

- Provide pick up and drop services ,delivery etc
- Responsible for managing the maintenance.
- Maintain strict confidentiality on all conversations and information heard during transport assignments.
- Operates passenger vehicles to provide smooth, safe and efficient transportation to company personnel and others, as directed.
- Basic understanding of motor vehicles.
- Work as a team member.
- Maintains awareness of current road systems and conditions by monitoring by news and traffic updates.
- Provide transportation for medical purposes.
- Provide transportation for banking and invoice submitting.

Salesman at Alif Modern Bakery (U.A.E)

Job duration: From 2021 to 2022

Job Profile:

- Establish, develop and maintain positive business and customer relationships.
- Supply management with reports on customer needs, problems, interests,
- Competitive activities, and potential for new products and services.
- Continuously improve through feed back.
- Prioritizing, time management and organizing skills.
- Ensure that each customer receives outstanding service by providing a friendly environment.
- Assist in completing price changes within the department.
- Communicate customer requests to management.
- Collection of dues and credit information.

DECLARATION

I hereby declare that the above given details are from the best of my knowledge.

Mohammed Nizar P.K