

## RESUME

# SAMI UL HAQ



### OBJECTIVE

A position in the accounting field where excellent analytical and technical skills can be utilized to improve the company's profitability.

### KEY SKILLS

- Hardworking and self-motivated
- Good presentation & Communication Skill
- Pleasant manner
- Quick learner and adaptable to the situations.

### PROFESSIONAL VALUES

**COMPANY:** Color Track Advertising Requisites L L C Dubai  
**POSITION:** *Machine Operator (Taimes outdoor printing machine Thunder jet indoor & Laser Cutting Machine etc / Sales Man*  
**DURATION:** 2 Years

**COMPANY:** Tactack Pakistan  
**POSITION:** *Co Worker*  
**DURATION:** 2 Years

**COMPANY:** Tactack Pakistan  
**POSITION:** *Operation Manager*  
**DURATION:** 2 Years

**COMPANY:** Imtiaz Supermarket - Pakistan  
**POSITION:** *Cashier*  
**DURATION:** 1 Year

### JOB RESPONSIBILITIES

- Operate printing machine.
- Run several presses with different size and color capacities.
- Prepare machines for printing.
- Install the printing plate with the images to be printed.
- Press operators prepare machines for printing.
- Ink the presses, load paper, and adjust the press to the paper size.
- Ensure that paper and ink meet specifications
- Adjust the flow of ink to the inking rollers accordingly.

#### CONTACT

##### PHONE

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##### E-mail

Samiulhaq12346@gmail.com

##### ADDRESS

Dubai - UAE

### PERSONAL INFORMATION

#### **Date of Birth**

13-03-2000

#### **Nationality**

PAKISTANI

#### **Marital Status**

Single

#### **Passport No**

BH6392571

#### **Languages Known**

English, Urdu

#### HOBBIES

Reading

Sports

Learning new skills

- Guide paper through the press cylinders and adjust feed and tension controls.
- Monitor their operation and keep the paper feeders well stocked.
- Process POS (point of sale)purchases
- Manage transactions with customers using cash registers
- Scan goods and ensure pricing is accurate
- Collect payments whether in cash or credit
- Issue receipts, refunds, change or tickets
- Redeem stamps and coupons
- Cross-sell products and introduce new ones
- Answering visitor's enquiries about the company and its Carry out reservations
- Greeting business visitors that come to the company.
- Directing visitors to their destinations.
- Answering incoming and outgoing mails.
- Guiding and solving queries of customers.
- Performing a variety of clerical tasks.

## ACCADEMIC PROFILE

- **Matriculation:**  
Karachi Pakistan

## REFERENCES

I hereby declare that the information furnished above is true to the best of my knowledge. I do hereby declare that above particulars of information and facts stated are true, correct and complete to the best of my knowledge and belief.

**SAMI UL HAQ**