



ABDUL BARSHAD KB

Administration sales &
customer service executive



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Dubai, United Arab Emirates

Objective

To pursue a career with an organisation which will help me to explore and achieve expertise through opportunities and learning, which help me to enhance my skill along with ensuring or organisational success.

Work Experience

Sales and customer service

Global Technology
Al Rossais Building
Olaya street
Riyadh
Saudi Arabia

Skills

- Sales and marketing Knowledge
- Project management
- Computer software knowledge
- Microsoft word
- Data entry & basic accounts knowledge
- Microsoft Excel
- Leadership
- Problem solving
- Good customer interaction

Summary

- Hard work & fast learner
- Leadership, creativity and self motivated
- Attentive in team work and time management
- Adequate communication skill in English

Languages known

- English
- Malayalam
- Hindi

Education History

English and professional training

Inspira international institute,
Bangalore | 2017

Bachelor of business administration (BBA CA)

Bharathiar University | 2017

Microsoft certified solution expert

Logic institute of technology | 2016

- second class

Higher secondary Education

GHSS ERUMAD | 2013

61%

Interest

- Travelling
- Social media
- Social activity
- Helping mentality

Declaration

I here by declare that all the details mentioned above are in accordance with the truth and fact as per my knowledge and I hold the responsibility for the correctness of the above-mentioned part.