



# 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

Visiti Visa  
Expiry Date 23/01/2024

## ● 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

- **Arabic Typing and Office Automation**
- **Ms Office**
- **Internet Applications**

## SKILLS

- **Leadership**
- **Teamwork**
- **Problem Solving**
- **Communication**

## DECLARATION

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