

IRSHAD KHAN

Abu Dhabi (UAE)

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CURRICULAM VITAE

BRIEF ABOUT ME:

- Front desk and sales with 4 years of experience in sales in India and UAE
- Graduate from University of Rajasthan
- Certified Fitness trainer (level 1), Abu Dhabi
- Articulate in English and Urdu
- Team player with good work history

EDUCATION QUALIFICATION:

- Bachelor of Arts from University of Rajasthan (2019)
- Computer certification – O level from Scope Computers (2015/16)
- Knowledge of Land Survey (Equipment, Link Chain, Plain Table Auto-level, Theodolite, Total Station and GPS)

WORK HISTORY

1. Impact Sports Contract, Abu Dhabi, UAE.

Front Desk Executive and fitness trainer

January 2023 till present

Work Brief

- Managing day to day operations at fitness centre, Al Meena Tower, Abu Dhabi, UAE.
- Customer registration and maintenance of database
- Certified Gym trainer
- Inventory Management
- Communication with Head Quarters

2. Stadeos Infotech Pvt. Ltd., India

(Stadeos Infotech owns the FMCG marketing portal)

Sales & Marketing Executive

July 2021 to June 2022

- Meeting customers for sales.
- Briefing potential customers to shop in the portal.

3. Bank of India, Jodhpur, Rajasthan, India

Relationship Officer

February 2018 to June 2021

- Client servicing and Customer satisfaction.
- Sales and Marketing of Banking Products.
- Cross selling the Banking Products to the customers.
- Meeting targets for account opening and credit card sales.

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PERSONAL INFORMATION

- Date of birth: 26 December 1997
- Nationality: Indian
- Language Known: English, Urdu, (passable Arabic)