

CONTACT



MOHAMMED ABDUL RAUF

📍 Burjuman Deira- Dubai.
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OBJECTIVE

To undertake a responsible position that renewable mee to bring the best out of towards the growth of the organization,with a sense of satisfaction and 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 busines setting.

EXPERIENCE

25-05-2023 - 01-06-2024

- **Sales officer, Data entry, problem solving experience.**
Mwaheb Marketing and Management LLC.
 - *Sales and marketing
 - *customer service
 - *Data entry
 - *Communication
 - *Complain handler

20-11-2017 - 05-04-2023

- **Manager cum supervisor**
MODERN BANQUET & EVENTS
 - * Started as a hospitality supervisor in (November-20-2017).
 - * Four years supervisor experience.
 - * Posted as manager in (May-2021).
 - * Two years manager ExperienceAs a banquet hall supervisor, I have extensive experience in managing events and providing exceptional customer service to clients and guests. My key strengths include:
Proven ability to supervise and lead a team of banquet staff, ensuring that events run smoothly and efficiently, and that guests receive outstanding service throughout their experience.
Expertise in event planning and management, with a keen eye for detail and a talent for coordinating logistics, managing timelines, and handling unexpected challenges with professionalism and grace.
Strong communication and interpersonal skills, with a talent for building relationships with clients and vendors, negotiating contracts, and resolving conflicts in a manner that promotes positive outcomes for all parties involved.
Experience in managing budgets, tracking expenses, and generating revenue through upselling and crossselling opportunities, contributing to the financial success of the busines

June 2015 - Oct 2017

- **SALES EXECUTIVE**
MEN'S WEAR OUTLET
As a sales man, I have developed a strong track record of success in delivering exceptional customer service and driving sales growth in various retail environments. My key strengths include:

Proven ability to meet and exceed sales targets, with a consistent track record of achieving or exceeding monthly, quarterly, and annual sales goals. Excellent communication and interpersonal skills, with a talent for building rapport with customers and establishing long-term relationships based on trust and mutual respect. Strong product knowledge and a passion for staying up-to-date with the latest trends and developments in the industry, enabling me to provide expert advice and guidance to customers.

EDUCATION

- 2021
- NEW SRI CHAITANYA JUNIOR KALASALA COLLEGE
COMMERCE/ INTERMEDIATE
5:6

SKILLS

- Training and Development • Customer Services • Cash Handling • Staff Supervision • Special Event Coordination • Passion For Customer Satisfaction • Restaurant 365 • Shift Scheduling • Employe Incentives Program

PROJECTS

- Project management**
Successfully managed multiple projects related operations, including renovation projects, staff training initiatives, and execution. Developed project plans, identified key milestones and daily tasks to team members, and tracked unprogres to ensure on-time
Event planning and execution: Led the planning and execution of large weddings, conferences, and corporate meetings, with a focus on delivering customer service and meeting client expectations. Coordinated with suppliers, managed budgets and timelines, and ensured seamless
Staff training and development: Developed and implemented staff training improve team performance and customer service, and ensure compliance safety regulations. Conducted training sessions on topics such as events beverage service, and emergency procedures, and provided ongoing clients to team members.

LANGUAGES

- English, Hindi and URdu. (Telugu basic) Writing: English, hindi, urduand Telugu

PERSONAL PROFILE

- * Name : MOHAMMED ABDUL RAUF
- * Father'sName : MOHAMMED ABDUL HAFEEZ
- * Passport : S7799395 (expiring 2028)
- * Visa Status : Employment
- * DateofBirth : 13-05-1999
- * Gender : MALE
- * MaritalStatus : SINGLE
- * Religion : ISLAM
- * Nationality : INDIAN