

AGNES C. PARIN

Address: Al Nasser Street Doha Qatar

Phone: +974 66547973

Email: sheikamaja@gmail.com



OBJECTIVES: To succeed in an environment of growth and excellence and earn a job which provides satisfaction and self-development and helps me achieve personal as well as organized goals.

CAREER SUMMARY:

CURABLE MEDICAL CENTER Doha Qatar

Designation: Nursing Assistant/Caregiver May 2025-present

Responsible for addressing the ongoing needs of patients, working with the licensed nursing staff and other health care providers, and promoting the efficient, appropriate, and cost-effective use of health care resources. Maintains constant and full visual observation of assigned patients.

LA VIDA JEWELRY W.L.L., Doha Qatar

Designation: Sales Associates November 2021 – April 2025

Responsibilities: Usually responsible for welcoming customers, maintaining floor appearance, directing customers to goods and operating cash registers. Ensures that the company makes more sales and gets customers products suited to their needs.

Shater Abbas Restaurant

Designation: Cashier September 2020 - November 2021

Responsibilities: Operates the cash register, communicates with customers, and assists other restaurant staff as needed. Responsibilities in this career can include processing credit card payments, accepting cash payments and making change, and using a point of sale (POS) system for transactions.

Alpha Supply Trading WLL

Designation: Nursing Assistant/Caregiver March 2019 – September 2020

Responsibilities:

- Helping clients take prescribed medication
- Assisting clients with ambulation and mobility around the house or outside (doctor's appointments, walks etc.)
- Assisting clients with personal care and hygiene
- Help clients with physical therapy exercises
- Plan and prepare meals with assistance from the clients (when they are available)
- Perform light housekeeping duties that clients can't complete on their own
- Be a pleasant and supportive companion
- Report any unusual incidents
- Act quickly and responsibly in cases of emergency

Jasmine Boutiques Villagio Mall, Doha Qatar

Designation: Sales Team Leader / Head Cashier / Head of Merchandising Department November 2016-February 2019

Responsibilities: A team leader leads, monitors, and supervises a group of employees to achieve goals that contribute to the growth of the organization. Team leaders motivate and inspire their team by creating an environment that promotes positive communication, encourages bonding of team members, and demonstrates flexibility.

Qatar Universal Contract, Doha Qatar

Designation: Beauty Advisor July 2014- July 2016

Responsibilities: The beauty advisor or promoter will give beauty advice, suggest and sell products, explain how the products work, demonstrate how to use the products. A successful beauty advisor has a strong working knowledge of the latest cosmetics and skincare products.

Municipality of General Trias City Cavite

Designation: Personal Secretary cum Admin Assistant 2007-2013

Responsibilities: Personal assistants perform secretarial work and provide senior managers with day to-day administrative support. Their duties include answering phone calls and managing correspondence, scheduling appointments, and making travel arrangements. They may also be required to organize events.

EDUCATIONAL BACKGROUND:

San Sebastian College Recoletos De Cavite 2001-2003

Bachelor of Science in Business Administration Major in Management (undergraduate)

I. Learn Training Center

Nursing Assistant/Caregiver Vocational Course

SKILLS: Proficient Microsoft Office (Word / Excel/ Outlook/ Power Point)

I hereby declare that the information furnished above is true to the best of my knowledge and belief.

AGNES C. PARIN

Applicant