Caftab9710067@gmail.com

🕑 Al-Bada Dubai, UAE



EDUCATION

SSC. [2011 – 2013] Al faisal memorial school Swabi KPK Pakistan.

FSc. [Pre – Engineering] [2014 – 2016] The Quaid e Azam Public College Swabi, KPK Pakistan

Bachelor of Computer Science. [2016 – 2020] University Of Agriculture Peshawar Pakistan.

<u>STRENGTH</u>

- Typing.
- Data entry.
- Planning & managing workload
- Ability to work under pressure.
- To provide support for organization, helping with a variety of everyday operations & duties.
- Calling and communicating costumers with the satisfactory result.

AFTAB ALI

I would like to work an organization / company which offers me challenging tasks with responsibility. Where I can utilize my knowledge and experience resulting in my Professional development and the organization / company ultimate benefit.

EMPLOYMENT HISTORY

Cashier at Pak Jinnah Sweets and Restaurant Business Bay Dubai, UAE Nov 2023 to Present

- Greet customers with Positive attitude
- Restock Supplies and Maintain Restaurant cleanliness
- Accepting payments from customers
- Handling customers questions and concern
- Maintain clean and tidy checkout areas
- Completing daily cash balancing of till
- Make reservation for customers

Guest Services Associated at "Emaar Entertainment LLC (Adventure Park Dubai Hills Mall)" under prestige event management Dec 2023 till present June 2022 to Oct 2023

- Greet guests with a smile & positive attitude.
- Maintaining highest form of "Safety" to the guest, staffs & company, by following strictly the standard operating procedure of the company
- Ensure to provide guest experience by assisting guests while they are playing the activates
- Be knowledgeable about park layout & attraction information.
- Handle guest complaints & issues promptly & professionally.
- Ensure guests are properly secured & follow all safety instructions
- Follow emergency procedures in case of an incident
- Maintain relationship with staff and parents.

<u>SKILLS</u>

- Exemplary communication skills in written and oral form.
- Superior ability to handle multiple tasks.
- Attention to detailed throughout every aspect of work.
- Excellent conceptual and analytical skills.
- Honest self-motivated, hardworking & devoted person towards my work

DECLARATION

I do hereby declare that the above information is true, correct to the best of my Knowledge and belief. I hope you will consider my resume favorably.