

GANGADHAR SHARMA

OBJECTIVE

To work in a challenging, competitive and mentally stimulating environment so as to harness my potential in a way to give in the best of my capabilities.

EDUCATIONAL QUALIFICATIONS

- **B.B.S (B.Com)** Pass from Nepal Commerce Campus in 2013

WORK EXPERIENCE

- Working as an **ADMINISTRATOR** since 2018 to till date at Spinneys Dubai LLC in Dubai - UAE
- Worked as a **RECEPTIONIST** for **2** years at Abu Dhabi National Hotel in Abu Dhabi - UAE

SKILLS AND RESPONSIBILITIES

- Responsible, efficient, and flexible
- Enthusiastic, dependable, self-motivated
- Strong organizational skills. Administrative and organizational skills go hand in hand
- Communication skills
- Teamwork and interpersonal skills
- Customer service skills
- Problem-solving skills
- Technology and software skills

DECLARATION

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

GANGADHAR SHARMA



Male



16th February 1993



+971 56 302 6375



bindashbindash2@gmail.com



Dubai, UAE

PERSONAL DETAILS

Nationality : Nepali

Marital Status : Married

Passport No : 06765463

Visa Status : Employment Visa

LANGUAGES

English

Hindi

Nepali