



MUHAMMED SADHIK.P

COUSTOMER SERVICE
REPRESENTATIVE

CONTACT ME

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Dubai, Deira, Near Clock
Tower.

PROFILE DATA

Date Of Birth : 13/04/1998

Sex : Male

Religion : Islam

Nationality : Indian

Marital status : Unmarried

Passport No : W6001286

EDUCATION

Higher Secondary Education (Commerce)

Govt.Hss Pookkuttur, Malappuram
District State Board, Kerala 2016 -18

Secondary School Leaving Certificate (General)

Vhss Vallapuzha, Palakkad District State
Board, Kerala 2016 -18

LANGUAGES KNOW

- English
- Arabic
- Tamil
- Malayalam

SKILLS

- Communication & Dealing with clients
- Ability To Handle Responsibility and Independently
- Hard Work And Sincere And Trustworthy

WORK EXPERIENCE

Sales Executive

Rajam Paints Trivandrum

2022 -23

- Serves customers by selling products and meeting customer needs. Services existing accounts, obtains orders, and establishes new accounts by planning and organizing daily work schedule to call on existing or potential sales outlets and other trade factors.

Customer Relation Executive

Edassery Hotels & Resorts

2021 -22

- Delivering information about a company's products and services.
- Answering queries and concerns about a company's products or services.
- Resolving issues and handling customer complaints.
- Responding to customer reviews

PROFESSIONAL FIELDS

- Typing
- Translation
- Data entry

CERTIFICATIONS

**Graduated - English -Arabic - Translation And Typing With
Office Automation**

Index Academy Tirur, Kerala,India

2023

Graduated - Islamic Degree - AI - Hashimi (Islamic Degree)

Jamia Al Hashimiya Arabic College Alappuzha, Kerala,India

2022 -23

COMPUTER KNOWLEDGE

- Microsoft word
- Microsoft excel

DECLARATION

If I am fortunate to be appointed in your esteemed organization, I assure you that I will do my duties very sincerely and honestly to the best of my superiors and gain confidence.