

CURRICULUM VITAE

MUHAMMAD WASEEM AKHTAR BAIG

Mobile No: +971 55 3780857

Sharjah- United Arab Emirates



Applied for: Customer Services Post

Objective

To work in a progressive and challenging environment where I can fully utilize the best of my skills, experience and hard work for the development of the company as well as to achieve growth in my career which have always been my forte in all the endeavors for the development of the organization.

SKILLS:

- Self-motivated team player with positive attitude
- Experience in working with multi-cultural and multinational professional environment
- Honest, Hardworking, Reliable Flexible with excellent communication skills

Work Experience:

- Worked as a **Special Handling Agent** in a **Transguard Group** for the period of **2 Years** in Dubai-UAE.
- Worked as a **Customer Services Agent** in a **Private Company** for the period of **1 Years** in Pakistan.

Personal Profiles:

- Father's Name : Akhtar Baig
- Date of Birth : 01 Mar 1992
- Nationality : Pakistan
- Gender : Male
- Marital Status : Single
- Language Known: **English, Arabic, Urdu, Hindi & Punjabi**

Educational Qualification

- Higher Secondary Certificate (HSC)

Passport Details:

- | | |
|------------------|---------------|
| • Passport No | : CF3925133 |
| • Date of Issue | : 10 Feb 2023 |
| • Date of Expiry | : 09 Feb 2028 |
| • Visa Status | : Visit Visa |

DECLARATION

- I hereby declare that the above statements are true and best of my knowledge and belief

MUHAMMAD WASEEM AKHTAR BAIG

Transguard Group

Full & Final Settlement

Employee ID : 243104 Date : 04-07-2020
 Name : Muhammad Waseem Akhtar Baig Date Of Joining: 03-05-2018
 Contract : FMA - Idle Employees
 Business Unit: Aviation
 Designation : Special Handling Agent

Actual Service Period (months) : 25.019
 Unpaid Assignment Period (months) : 0
 Unpaid Absences (months) : .23
 Adjusted Service Period (months) : 24.789



Private & Confidential

GROSS SALARY INFORMATION

Basic Salary

AED 800

Total

DUES CALCULATION

Basic Salary	AED	800
Held Salary Release	AED	0
Sharaf Card Balance	AED	0
	AED	-.79

Total

LEAVE AND OTHER ENTITLEMENTS

Leave Salary From 03-05-2018 To 01-06-2020	Days 56.514	AED 1507.00
1. 03-MAY-18 TO 01-JUN-20: 56.51DAYS @ 800P.M. =		1507.00
Gratuity- As per UAE Law To Days 0		AED 379.00
1. 03-MAY-18 TO 01-JUN-20: 2.06@7 = 14.42 DAYS *	800 * (12/365) =	379.27

ANY OTHER SUM PAYABLE

Deductions

Airfare Deduction for Final Settlement	AED	1900
Unrecoverable Airfare FnF Settlement	AED	-344.79
Covid Test Deduction	AED	330

Total

Net Settlement AED 1885.21

SIGNATURE

NAME

Date

Confidential Employee Relations Hotline:

To speak to us in confidence, please send your name, TG no., preferred language and phone no. to -
 Helpline: 800 647 400 SMS: 050 900 7950 email: hotline@transguardgroup.net