

## MUHAMED FIROZ

Near Al Hadeer Water llc  
Al Jurf industrial area  
Ajman UAE  
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### SUMMARY

Seeking an employment with a company that offers a positive atmosphere to learn and implement new skills and technologies for the betterment of the organization and also bring my strong sense of dedication, motivation, and responsibility to your organization

### CORE COMPETENCY

- ⇒ The ability to establish a team effort that promotes working towards a common goal.
- ⇒ Solves problem while ensuring rules and directives are followed.
- ⇒ Highly self motivated, dedicated, result oriented professional with strong work ethics.
- ⇒ Excellent team management and interpersonal skills with an ability to interact with all levels.
- ⇒ Exhibits respect and understand of others to maintain professional relationships.
- ⇒ Has personal and professional ethics and foster a diverse and respectful workplace.

### EDUCATION QUALIFICATION

- ⇒ **B.com (Finance)** – University of Calicut - 2020
- ⇒ **Higher secondary-** State syllabus –2017
- ⇒ **High School** – CBSE Syllabus - 2015

### EXPERIENCE

- ⇒ **Driver Cum Salesman** – Hadeer pack General trading LLC – Ras Al Khaima (2021-2022)
  - Visiting vendors and taking orders as per requirement.
  - Preparation of quotations and invoices.
  - On time distribution of products as per orders.
  - Recording daily cash collection and pending balances appropriately.
  - Checking stock availability.
  - Maintaining good relationship with stakeholders.

## **LANGUAGES**

- ⇒ English (R,W,S)
- ⇒ Arabic (R,W,S)
- ⇒ Hindi (R,W)
- ⇒ Malayalam (R,W,S)
- ⇒ Tamil (S)

## **DRIVING LICENSE DETAILS**

### **Holding UAE Driving License**

License No : 249713

Expiry Date : 04/09/2024

Category : LMV Manual Gear

## **PERSONAL INFORMATION**

Date of birth : 11/03/1998

Father's Name : Abdul Kader

Sex : Male

Nationality : Indian

Religion : Muslim

Blood group : A+ve

Marital status : Single

Visa Status : Work Visa (Expiry: February 2024)

## **DECLARATION**

I hereby declare that the above given information are true and correct to the best of knowledge and belief.

Date:

Place:

Yours Faithfully  
(MUHAMED FIROZ)