



MUHAMMED SHIBIL.T

TYPIST GENERAL

PROFESSIONAL SUMMERY

I am seeking a challenging job that would synergize my skills and knowledge with the objectives of the organization. Being a dedicated and focused individual, I am determined to add value to the organization I work for, through my knowledge and learning ability.

I believe my dedication and ability to grow beyond the given responsibility will be an asset in achieving long terms organization growth

CAREER OBJECTIVE

4 year experience in the field of typing
Emirates Id Typing
Arabic & English Typing

QUALIFICATION

BA Economics - Calicut University ,kerala
HSE SCIENCE - HSE board of examination.
SSLC - Kerala board of examination

SOFTWARE KNOWLEDGE:

Microsoft Word
Microsoft Excel
Microsoft Powerpoint

EXPERIENCE:

Worked as a computer assistant at Akshaya Centre since one year
Worked as a Accountant and clerk at Ksheera co-operation Wayanad
Worked as a technical coordinator at global e Centre -Wayanad

KEY QUALITIES:

Ability to work in a team and good interpersonal skill.
Keen interest & enthusiasm to learn new concepts and ideas.Strong troubleshooting and problem.
Work well under deadlines and extreme pressure.Willing to travel.

CONTACT DETAILES

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+971568567696
AJMAN,UAE

PERSONAL DETAILS

Marital Status: Single
Nationality :Indian
Passport
No:v5709400
Gender:Male
Date of Birth:22/11/1998

LANGUAGES KNOWN

Malayalam
English
Arabic
Hindi

DECLARATION

I declare that all the above information is correct to the best of my knowledge and belief.



Photography Videography Music Reading