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Visa Type:
Tourist visa(2months)

Personal Data

Date of Birth:
24th Dec, 1994

Nationality:
Indian

Marital Status:
Married

Languages Known:
English, Hindi,Urdu

Religion:
Muslim (Islam)

Passport Number:
R7597337

Passport Expiry:
03/12/2027

Hobbies:
Reading book,listing music,
Travelling,surfing

CURRICULLUM VITAE

OBJECTIVE

To utilize my qualification and experience in an optimum way for growing with an organization and to accomplish its goal through personal as well as group commitment.

PROFILE SUMMARY:-

Diploma in Civil Engineering with more than 2 years of experience. And also having 2 years of experience in handling all manpower and management related works and can deal with customers efficiently.

PROFESSIONAL EXPERIENCE

Organization: Bonn Metal LLC
Profile: Supervisor
Duration: 6 months

Responsibilities:

- To check stock availability and to keep a record of available materials used.
- To handle the workers and distribute the work to them accordingly.
- To give an update about all the work done to the manager.

Organization: Amazon India
Profile: Packaging Executive
Duration: Nov 15 - Dec 16 (1 year 1 month)

Responsibilities:

- Packing the material.
- Loading and Unloading of goods.
- Handling invoices and scanning of goods and then sending the same to the delivery center after placing a barcode at them.
- Maintaining the daily sales record.

Organization: A.S.A Home Solutions
Profile: Site supervisor
Duration: May 20 - Nov 22 (2 years 6 months)

Responsibilities:

- Handling day to day site activities such as arranging labour, materials and maintaining record of materials used.
- Handling and preparing daily progress report.
- Supervising construction activities.
- Meeting the clients and fixing the deals with them.

Organization: Sara Enterprises (Nut and Bolt)
Profile: Manager
Duration: Mar 18 - Apr 20 (2 years 1 month)

Responsibilities:

- Handling all task and manpower related works such as segregating nut bolts as per their sizes, loading and unloading of materials etc.
- Purchasing of material and supplying it to the respective dealers.
- Checking stock availability and maintaining a record.

Organization: Togs Collection
Profile: Sales Man
Duration: Feb 17 -Feb 18 (1 year)

Responsibilities:

- To sell all men's wear like jeans, shirts, T- shirts etc.

SCHOLASTICS

Professional Qualification and IT Skills:

- Diploma in Civil Engineering.
- Having knowledge of Microsoft Excel, PowerPoint and Word.

Academic Qualifications:

Course	Institute/University	Duration
<i>Diploma</i>	Maharashtra State Board of Technical Education	JUNE 2012 - April 2015
S.S.C	Maharashtra Board	2009-2010

Personal Skills/ Strengths:

- Passionate for Excellence
- Can work independently for medium size project.
- Solution seeker for challenging situations
- Good Listener, Fast learner, adapt well to changes and pressure in work place
- Excellent Team Player

ACCOMPLISHMENTS:

- Collaborated with customers to ensure the **delivery of efficient, high-quality service.**
- **Consistently recognized by management for providing superior customer service.**

(Shaikh Mohammad Sadique Abdul Hamid)