



## CONTACT

+971544334824  
Musthakmusthu91@gmail.com

## PERSONAL PROFILE

Date of birth : 01/08/1997  
Nationality : Indian  
Driving license : UAE,LVM  
License No : 4295584  
PassportNo : N9223248

## EDUCATION

- Diploma in Auto CAD from GTech computer education
- Higher secondar,Kerala board of higher secondary
- SSLC, state board kerala

## SKILLS

- Customer service, sales
- Effective Communication
- Teamwork
- Time Management
- Leadership
- self confidence,hard working

## LANGUAGES

- English
- Hindi
- Arabic
- Malayalam
- Tamil
- Kannada

# MOHAMMAD MUSTHAK

VAN SALESMAN

## OBJECTIVE

To seek a position in the organization that is challenging and stimulating whereby I can render a valuable productive contribution and achieve personal growth.

## WORK EXPERIENCE

- Office assistant and Driver** SEP 2023-PRESENT  
Footprint advertising
  - Performs all office assistant duties.
  - Handling cash, cheque and document collections.
  - Managing deliveries
  - coordinating In events and projects
- Cashier/Light vehicle driver** June 2016-Aug 2023  
Al raseef Cafeteria LLC
  - Receiving payments and issuing receipts.
  - Cross-sell products and introduce new ones.
  - Purchases of the products the cafe needs on weekly basis.
  - Delivering the orders to the customer and collection of goods from wholesalers.
  - Keeping track of all cash and credit transactions.
- Cashier/Admin assistant** Mar 2015-May 2016  
Lisi hospital, Kerala, India
  - Receiving payments and issuing receipts.
  - Entering cash receipts, balancing cash drawers.
  - Document management and answering phones.
  - Checking in patients for appointments and scheduling appointments.

## DECLARATION

I hereby declare that the above furnished details are true to the best of my knowledge and belief.

Date:

Mohammad Musthak

Place: Dubai