



Wasif Adeel

Security Officer

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CONTACTS



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Abu Dhabi, U.A.E



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EDUCATION

- ❖ **Intermédiaire.**
Rawalpindi board, Pakistan.
- ❖ **Diploma in Electrica Supervisor, Poli Techno Institute. Chakwal, Pakistan**
- ❖ **Diploma in AC Maintenance, Fuji Foundation Chakwal , Pakistan**
- ❖ **Secondary School Certificate (SSC)**
AIU, Islamabad, Pakistan
- Marks obtained 1100/604 General Science Group.

ABOUT ME

Seeking a challenging position in a reputable organization offering growth potential where I can utilize my skills and personal capabilities to drive my client to apex of successes. Self- motivated and hardworking with zeal for professional progress and career advancement through determination and dedication.

WORK EXPERIENCE

Marketing Manager, Customer Service Representative, Security Officer.

Duties & Responsibilities:

- 10 Year Experience as a Sale's & Purchase Marketing Manager.
- Ufone: Ufone telecommunication, Chakwal, Jan-2010 to Jun-2013, Customer Service Representative.
- Securiguard Middle East Abu Dhabi, UAE. Jun 2013 Present Working. Security & Safety with Customer Services & Document Controller.
- Al Dar Properties, Abu Dhabi, UAE, Sep 2013 to March 2015. Security & Safety with Customer Service Representative & Receptionist (GATE & ARC Tower) Abu Dhabi. Al-Reem Island.
- May 2015 Start work at Etisalat exchange western region bida Zaye, Security & safety with customer service and working with Etisalat Administration management as a part of the team.

OTHER QUALIFICATIONS

- Capable of making weekly, monthly and yearly progress and incidents reports.
- Practical problem-solving skills.
- Excellent telephone & in-store technical support skills.
- Good computer Data Input Operator with good clerical talents.
- 10 Year Experience as a Sale's & Purchase Marketing Sale Manager.
- Practical problem-solving skills.
- Excellent telephone & in-store technical support skills.
- Good computer Data Input Operator with good clerical talents.

COMPUTER SKILLS

- Operating System: Windows 95,98,2000,2016, XP, and window & Premium.
- Computer software installation program.
- Microsoft office. (Word,Powerpoint,Excel)
- Corel draw.

LANGUAGES

- ✓ English : Fluent
- ✓ Urdu : Native
- ✓ Arabic : Basic

PERSONAL DETAILS

Date Of Birth : 22th April 1982
Gender : Male
Nationality : Pakistani
Marital Status : Married
Visa Status : Employment Visa
Passport No : AR1401313

PROFESSIONAL TRAININGS

- ✓ First Aids course from SecuriGuard Middle East.
- ✓ Firefighting training from SecuriGuard Middle East.
- ✓ Safety measures in case of emergencies tutorials 1
 - Introduction to Safety Management.
 - Effective Safety Committee Operations.
 - Effective Accident Investigation.
 - Safety Supervision and Leadership.
 - Safety Management System Evaluation.
 - Emergency Action Plans.
 - Fire Prevention Plans.
 - Fleet Safety Management.
 - Ergonomics Program Management.

PERSONAL SKILLS

- Excellent Communication Skills.
- Able to work independently and with the team.
- Ability to manage multiple tasks and think strategically.
- Sharp & creative in problem solving and needs

DECLARATION

I hereby declare that the above furnished information is true and correct to the best of my knowledge and

Wasif Adeel Muhammad Younas.