



## MUHAMMAD AFZAL

- ❖ Email :- [afzikiparo123@gmail.com](mailto:afzikiparo123@gmail.com)
- ❖ Mobile No :- +971 508657173
- ❖ Address :- AL Karama Near ADCB Metro Station

## PERSONAL DETAILS

- ✓ Gender : Male
- ✓ Date of Birth : 15/02/2001
- ✓ Nationality : Pakistan
- ✓ Marital Status : Single
- ✓ Passport No : KD1511551
- ✓ Visa Status : Visit Visa
- ✓ Visa Expiry : 23/2/2024

## LANGUAGES KNOWN

- English 

60%

40% No
- Urdu 

80%

20% No
- Arabic 

20%

80% No

## SKILLS

- Interpersonal Skills
- Performing Therapy
- Teamwork Skills
- The ability to build and maintain report with patient
- Marketing
- Problem Solver

## CAREER OBJECTIVES

It's an honor for me to introduce this C.V. with my personal information to apply to work in your group as an employee contributing in the development of this corporation. I have proven record in various sale industries. I am an poachable, motivated and confident with the ability to excel sales targets and make a real difference in the organization's revenue generation.

## WORK EXPERIENCE

### Data Entry Operator (2 Years in Dubai)

#### Tropical Internet Café

01/2020– 11/2022

UAE,Dubai

##### Key Responsibiltes

- Official documents lost items application typing.
- Welcoming customers and asking about what services they need.
- Operating professionally printing, scanning, photocopying machines.
- Preparing customer's documents such as letters, applications, invoices & quotations.
- Keep all working area neat & clean.
- Maintaining office equipment's sales and purchase record.

### Delivery Receiver & G.R.V Master Supervisor (2 Years in Dubai )

01/11/2022 to 2023

UAE,Dubai

- Making daily sales purchase and profit book to get further profits in future.
- Minimizing purchasing and maximizing sales.
- Laminating documents.
- Official documents lost items application typing.
- Managing time for completing much more work in short time.

## EDUCATION

Bachelor of commerce Continue  
University of the Punjab  
2021/2022

Matriculation(Science)  
Al Falah School

Faculty of Arts  
AL Falah College  
2021/2022  
Computer Cert  
Al Aman Welfare  
Computer Studies

## INTRESTS

- ✓ Sales focused individual.
- ✓ commercial awareness.
- ✓ Excellent communication skills.
- ✓ strong numerical and analytical skills.
- ✓ able to cope with pressure.

## DECLARATION

I hereby declare that the details furnished above are true to my knowledge and belief & I assure you that if i selected I will serve my abilities to get company goals and targets with on time.