



# Hamza Abbas

Computer Operator

## Personal Details

**Call:** +971 55 2426166

**Email:** hamzaabbas01212@gmail.com

**D.O.B:** 02 April 2000

**Visa Status:** cancel visa

**Address:** Dubai, UAE

**Marital Status:** Single

## Passport Details

**Date of Issue:** 04 AUG 202

**Date of Expire:** 02 AUG 2032

**Passport No.:** SV1018591

## Skills

- Time Management
- Team Work
- Creativity
- Adaptability
- Good Communication

## Language

**English** proficient (Read write speaking)

**Urdu** Native (Read write speaking)

## Summary

I am Hardworking & self-motivated person, I have worked last 2 years as a cashier And accountant for the retail shop. Experience in monitoring and maintaining computer systems, identifying and resolving technical issues, I'm skill in application software, MS Office, Google sheets, Quick Book, Tally ERP9, Opera PMS, POS, graphics and web designing, I do any task on time that's give me.

## Experience

### Working in GAC Logistics Park

Dec 2023

- Proficient in using packing materials and equipment such as cerelac Chocolate and coffee etc.
- Knowledge in inventory management systems and able to track and record Packed item for accurate stock management.
- Committed to maintaining a clean and organize work area promoting a safe And efficient working environment for all staff members.

## Experience

### Cahier in Retail shop Al Badar

Jan 2022 to Feb 2023

- Maintained a clean and organized checkout area, ensuring a pleasant shopping experience for customers.
- Demonstrated strong product knowledge to assist customers with inquiries and upsell relevant products of promotions.
- Familiar with maintaining attention to detail.
- Reliable and punctual with a strong work ethic, the ability to handle high Situation.

## Education

### Diploma Information Technology (DIT)

Feb 2020 to March 2022

Board of technical and commerce Education Peshawar

### High School (intermediate)

April 2018 to Aug 2020

BISE Kohat Kpk Pakistan

## Professional Skills

- MS Office
- HTML
- Opera PMS
- Tally ERP9
- Adobe illustrator
- Google Sheet
- CSS
- POS
- Quick Book
- Photoshop & Corel Draw

**Reference** | will be furnished upon request

**Declaration** | I hereby declare that the above furnished detail are true to the best of my knowledge **Hamza Abbas**