

Email:

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Location: Hor Al Anz Dubai

Visa Status: Visit Visa

Nationality: Pakistani

Marital Status: Single

HAMAD AHMAD

OFFICE BOY / OFFICE ASSISTANT



SUMMARY

To best utilize my knowledge and skills your company to gain more experience and to improve myself in career enhancement and looking for new and competitive working environment.

SKILLS

- Expert in using printers, scanners and photo copy machines
- Collecting and distributing couriers
- Assisting and guiding guests
- Deposit checks and pay office utility bills in banks and deposit machines.
- Microsoft Office
- Time Management
- Quick Learner

LANGUAGES

- English (intermediate)
- Hindi (Fluent)

EDUCATION

- Matriculation (2020)