

Syed Muhammad Arsalan Jamshed

Mob # 052-6969211

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Career Objectives

To seek a challenging career by occupying a suitable position by utilizing my Professional skills and experience to contribute towards the progress of the organization as the prospectus for growth and development of career.

Personal Traits

I am well presented, hard working, friendly and co-operative person. I enjoy working with large team. I am proud to be loyal to the organization to which I belong. I respect authority and have positive outlook in accepting any challenges gladly.

Key Strength

Honest and sincere, self-motivated, trustworthy and systematic approach to work, dedicated to work independently, has very good decisive power.

Area of Interest

- Administration and Supervision
- Sales and Marketing
- Purchase
- Driving

Employment Experience

More than 15 years of Experience in UAE, working in the field of Administration, Sales, and Driver with complete knowledge of Roads.

- Currently working as a driver in Feel Pink ladies Saloon. (May 2015 till date)
- 1 year working experience as a Sales Representative in Al Mutawakil Gardens Designer and Furniture's. (July 2012 to July 2013)
- 2 years working experience as a Personal Assistant and CEO's Personal Driver in British Company Tucson Funds. (2010 to 2012).
- 6 years working experience as a Customer Service, HR Assistant and Driver in Enterprise Luxury Cars (2004 to 2010)

➤ 3 years working experience as Salesman in Copier International Trading. (2001 to 2004).

Educational Qualification

- (SSC) Board of Secondary Education Karachi Pakistan.
- (HSC) Board of Intermediate Education Karachi Pakistan.
- Computer CIT from Aligarh Institute Karachi.

Personal Details

- Passport no : AV5175483
- Passport Expiry : 11 July 0227.
- Father name : Syed Muhammad Jamshed
- Date of birth : 29th Jun, 1983
- Place of Birth : Karachi, Pakistan
- Sex : Male
- Nationality : Pakistani
- Marital Status : Married
- Religion : Islam
- Visa Status : Employment Visa

Languages Known

- English: Spoken +Written
- Urdu: Spoken +Written
- Arabic: Basic (Spoken)

Other Skills

Service oriented to ensure customer satisfaction, excellent social & communication skills, matured individual with tact and diplomacy, disciplined and accurate, able to stay calm under pressure, ambitious, self motivation the value of team work, energetic, sincere and hard working.

In the view of the above particulars, please consider this application and give me an opportunity in your esteemed organization. I assure that I would carry out my duties to your entire satisfaction.