



MEHEDI HASAN

Customer Representative

Career Summary:

Customer service oriented, self-motivated and caring receptionist with extensive experience in resolving conflict with customers. Through and attentive to details in all professional matters. Proficient in record-keeping software as well as Microsoft office.

Experience:

Cashier/ Customer service

MoneyGram Exchange, Bangladesh- 01/19 - 12/20

- ❖ Also successfully managed information like tenant complaint with 100% accuracy.
- ❖ Handle incoming and outgoing calls with an overall tenant and visitors satisfaction.

Cashier/manager/customer service

Grameenphone limited. Sim operator company
Bangladesh"- 02/20 - 04/22

- ❖ I worked in a Grameenphone operator and successfully managed information using Microsoft office software, including check-in and check-out the Customer with 100% accuracy.
- ❖ Also successfully managed information like customers complaint with 100% accuracy
- ❖ Handle incoming and outgoing calls with an overall customers satisfaction.
- ❖ Greeted Customers and customers signed them in and directed them to their destination.
- ❖ Perform in all section as a cashier and also a manager.

Education:

- ❖ National University, Gazipur Bangladesh
Bachelor of arts in political science 2020
- ❖ Cumilla government College, Cumilla Bangladesh.
Business studies H.S.C - 2016
- ❖ Mudaforganj A.N High School And College. Cumilla
Bangladesh. Business Studies S.S.C - 2014

Personal Information:

Visa Status resident (for two years)

- ❖ Name: mehedi hasan
- ❖ Nationality: Bangladesh
- ❖ Issuing date: 02/08/2023
- ❖ Expire date: 01/08/2025

No Objection Certificate.

- ❖ Noc paper given to me.

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✉ Mehedihasan999978@gmail.com
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📍 Nadishia, Abu Dhabi.

SKILLS HIGHLIGHTS:

Key Skills

TECHNICAL IT SKILLS

Microsoft office,
Net Beans,
Dreamweaver, PyCharm,
code Blocks, Visual
Studio, Notepad,
Sql Server,
Oracle, xampp, wampp,
Digital marketing, MySql Etc.

LANGUAGE SKILLS

C, C++, JavaScript, java
swing, python, php, my SQL, Html
and CSS.

LANGUAGE:

- ❖ ENGLISH. (fluently)
- ❖ HINDI. (fluently)
- ❖ BANGLA.(fluently)
- ❖ ARABIC. (Fluently)

SOFT SKILLS:

- ❖ Communication.
- ❖ Teamwork.
- ❖ Flexibility
- ❖ Confidence.

REFERENCE:

Reference-1

Mohammad Rashid
General Manager
National Exchange. Abu Dhabi.
Phone: 0526425412

Reference-2

HAREESH.S. KURUP
General Manager
Global Exchange, Abu Dhabi
Phone: +971554311021