



HADIJAH BABU

CONTACT

📍 Address: Dubai
Al khail, Al quoz
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PERSONAL DETAILS

Date of Birth : 10th October 1991
Marital Status : Single
Nationality : Ugandan
Gender : Female
Languages : English, swahili, luganda known

SKILLS

Excellent Customer service. Computer knowledge and multitasking. Persuasive quality and team working. Patience and ability to remain calm in a stressful situation. Excellent verbal and written skills. Exceeding expectations. Good in time management. Positive attitude. Ability to work on my own or in a teams.



OBJECTIVE

I am an intelligent, hardworking, dynamic, and ambitious person who highly motivated, committed self driven, honest, analytical, team player with decision, making skills research and reporting skills, ability to work under minimum supervision, a good organizational interpersonal and communication skills as well as having the desire to be trained and eagerness to learn quickly.

EXPERIENCE

CASHIER CUM BDE 2019 - 2021

KOMBOO MONEY EXCHANGE LIMITED (UG)

ROLES AND RESPONSIBILITIES

- Hand financial transactions, administer currencies, financial exchange activities, deposits as well as company and voucher payments.
- Trade foreign currencies.
- Maintain records of financial transactions
- Provide financial products information
- Perform clerical duties
- Open accounts, including savings and checking.
- Helping customers fill out deposits and withdrawal slips.
- Validate the deposit slip and stamp it by machine

Housekeeping trainer (customer services)

MAID .C.C LLC (UAE)

ROLES AND RESPONSIBILITIES

24 jan 2022 -

26 sep 2023

- Providing training to the housekeeping staff.
- Regularly taking inventory of cleaning supplies and ordering stock.
- Supervising of the performance of training activities.
- Developing, planning and conducting training activities.
- Ensuring the employees know when, where, and how to use different cleaning methods and equipment to keep the facility in best shape.
- Teaching the employee on how to deal with different client and offers best service.
- Showing them on how to be discipline.

EDUCATION

Teaching assistant

2022

I connect global education

Information technology

2012

. Makerere