



HASINA PARVIN

Mob: +971 52 238 6400 / 055 938 2470

Email: hasinaparvin743@gmail.com

Dubai, UAE

Personal Detail:

Date of Birth : 05-02-1989
Nationality : Bangladeshi
Gender : Female
Religion : Islam
Marital Status : Married

Passport Detail:

Passport No : EM0071476
Issue Date : 26-06-2022
Expiry Date : 25-06-2029
Visa Status : Family Visa

Language:

English : Excellent
Hindi : Spoken
Arabic : Basic
Bangla : Native

Special Qualification:

- Good Team IT Skills
- Good Interpersonal Skills
- Organized, Analytical and Decisive
- Self- Motivated, Hard Working With Inner Drive
- Work Well With Integrated Teams
- Willing to Learn and Adapt to New Technologies
- Endurance to Work For Long Hours and Under Pressure.

Reference:

Mr. Rashedul Islam Chowdhury

Branch manager – Sharaf Exchange

0097156 4117895 / 0097150 1429808

ABOUT ME

Looking for a hard and challenging job where I will have the scope to utilize my potentiality, adaptability and skill to do something innovative and form where I will be able to enhance my knowledge.

Education:

- Secondary School Certificate- Dhaka Bangladesh
- Diploma in Computer Engineer.- Tangail Polytechnic Institute Dhaka Bangladesh
- B.Sc. in Computer Science & Engineer. – Dhaka International University, Dhaka Bangladesh

Work Experience:

- **Costumer Service with Cashier**
Al Rostamani International Exchange, Dubai, UAE
July 2019 – Till Date
- **Costumer Service Executive (Cashier)**
Sharaf Exchange LLC, Dubai UAE
June 2016 – July 2019
- **Sr. Executive (Engineer), Sales & Service**
Computer Services Ltd. Dhaka Bangladesh
October 2010- Dec 2015

Job Responsibilities:

Customer Service, WPS, Business Development, Sales, Cross Selling, Marketing, Handling Customer Complaints, Communication, Leadership, Foreign Exchange, Cashier skills Financial Reporting etc.

Certifications:

- Best Employee 2021 – Al Rostamani Exchange
- Best Employee 2020 - Al Rostamani Exchange
- CCNA Training
- DELL Equal Logic and DELL Complement
- Dell Certified System Expert (Portables, Desktop, Troubleshooting, CE)
- Printronix Line Printer from Computer services Ltd
- Fujitsu Scanner from Computer services Ltd.
- Online Training Dell
DAPR0913WBTS - Data Protection Competency Overview v2 1014
DRDB0112WBTS - DR4100 Introduction and Sales Overview v2 0813

Declaration

I hereby declare that all the above details are true and best of my knowledge. I promise that I am eligible to do the above mentioned posts in the Company.