

Curriculum Vitae

Muhammad Shafiq

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Abu Dhabi-UAE



POST APPLIED FOR: Remittance Clerk/Customer Service Representative

PROFILE

A suitable position with an organization where I can utilize the best of my skills and abilities that fit to my education, skills and experience a place where an encourage and permitted to be an active participant as well vital contribute on development of the company.

PERSONEL SKILLS:-

- Very energetic oriented
- Physical mobility and stamina to do all tasks
- Extremely hardworking self-motivated and able to work independently in a team Environment under supervision.
- Keep excellent inter personal relation with colleagues and ready to help them.
- Good English Communication Skills.
- I always maintain gracious and professional manners while communicating with people, customers and with team members.

WORKING EXPERIENCE

- Worked with **McDonald's Abu Dhabi-UAE** for 4 years from 2017 to 2021 and know Customer Services, Customer's Deal, Customer's Greeting, and Team Work.
- Worked in Mazda Spare Parts showroom in Pakistan as **Sales Manager** 3 years.

PERSONAL INFORMATION

Name	:	Muhammad Shafiq
Father Name	:	Muhammad Sadeeq
Date of Birth	:	17/07/1991
Nationality	:	Pakistani
Sex	:	Male
Marital Status	:	Married
Languages Known	:	Punjabi, Urdu, Hindi, Arabic and English
Religion	:	Islam
Visa Status	:	Visit Visa

PASSPORT DETAILS

Passport Number : **DE5185303**
Place of Issue : Lahore, Pakistan
Date of Issue : 12/05/2022
Date of Expiry : 11/05/2027

EDUCATIONAL QUALIFICATION

College : Graduation (Bachelor in commerce)
Computer Knowledge : Basic Knowledge
MS Office
Windows installation
Typing

MOTORCYCLE LICENSE DETAILS

License No : 646386
Date of Issue : 22/05/2017
Date of Expiry : 21/05/2027
Place of Issue : Sharjah-UAE

CAR LICENSE DETAILS-MANUAL

License No : 646386
Date of Issue : 22/05/2017
Date of Expiry : 21/05/2027
Place of Issue : Sharjah-UAE

CONCLUSION & DECLARATION

I hereby declare that the above information are true and correct according to the best of my knowledge& My Experience. If selected I assure that I would perform to the best of my abilities, early awaiting a Positive response.

With best regards

Muhammad Shafiq