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Nuaimia  
Ajman, UAE

## Skills

Communication  
Creativity  
Teamwork  
Organization  
Leadership  
Team player

## Software

Excel  
Photoshop  
Ms Office  
Microsoft word  
Data Entry

## Personal Profile

Date of Birth : 06.05.1990  
Religion : Muslim  
Marital Status : Married  
Nationality : Indian

# NASMA ABDUL RAHIMAN

## PERSONAL STATEMENT

To work with a Progressive organization where I can utilize any skills or improving operational performance and contributing Substantially towards the growth of the organization. To secure a position as a teacher and utilize my dedication to foster quality education required for a child's development

## Education

2008 / 2010	<b>PLUS TWO</b> Government of Kerala Board of Higher secondary
2011/ 2013	<b>B.COM in FINANCE</b> Universiltv Of Calicut
2023/2024	<b>DIPLOMA IN (MONTESSORI) TTC</b> Kerala Education Council

## Experience

Cashier at **Taleb Abdulla Building Materails LLC**, Dubai

- Preparing Cash & Credit Invoices
- Receiving Cash from customers
- Daily banking the received Cash & cheques.
- Preparing & forwarding the daily sales report to management.

## Passport & Visa Details

Passport Number: **W6052253**

Issue Date : 10 / 11 / 2022

Expiry Date : 09 / 11 / 2032

Visa:- : Husband Visa ( NOC Available)

## Hobbies

Paper Crafting

Reading

Listening Music