

Address AL MUSSALLAH -ROLLA SHARJAH SHARJAH

Contact

Date of Birth

15.06.1999

971586452860 971556563023 aaheshahalsalam@gmail.com

PROFILE

Seeking a responsible and challenging opportunity that would utilize and enhance my skills where I can actively devote my creative abilities, thought dedicated hard work.

SKILLS

- Good communication written and oral skills
- Excellent conceptual and analytical skills
- Effective interpersonal skills
- Customer service skills

PERSONALITY

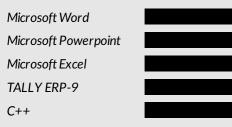
Communicative

Punctuality

Creativity

Organized

SOFTWARE SKILLS



LANGUAGES



CERTIFICATES

- Emergency medical care technician
- Tally ERP-9
- Office Management
- Professional Accounting Technician

AAHESHAH MOHAMED SHAH

Office Administration

Linkedin AAHESHAH MOHAMED SHAH

EDUCATION

09.2017 - 12.2018 INTERNATIONAL COLLEGE ,AJMAN Business Administration

06.2014 - 03.2015 GHSS PARAVUR SECONDARY SCHOOL 07.2015 - 03.2017 GHSS PARAVUR HIGHER SECONDARY

EXPERIENCE

04.2016 - 12.2016 **HOLY CROSS SUPER SPECIALITY HOSPITAL** EMERGENCY MEDICAL CARE TECHNICIAN TRAINEE

05.2021 - 07.2021

B R HOSPITAL AND RESEARCH CENTRE , NEDUNGOLAM PUBLIC RELATION OFFICER (PRO) Responsibilities: admin, customer service, welcoming / greeting patients, coordinating

07.2021 - 06.2022 **EDURAPS INDIA PRIVATE LIMITED** OFFICE ADMIN Responsibilities: office admin, telecall, communication ,group discussion, customer service

HOBBY

Art Writing Reading Travelling

