

## Curriculum vitae

MOHAMMED ULLAH



### PERSONAL INFORMATION:

Address : Abu Dhabi, United Arab Emirates  
Mobile No : 00971504122885  
E- Mail : mdullah89@yahoo.com  
Date of Birth : September 18, 1980  
Marital Status : Married  
Nationality : Bangladeshi  
Language : Bangla, English, Arabic, Hindi, Urdu.

### CAREER SUMMERY:

In my years of experience in administrative works, I offer trustworthy, dependable and outstanding working-relationship, where the challenge of doing a good may satisfies the need and value among others, dedicated in my assigned duties with market excellence on my work and established a career where I can apply a highly motivated among all other nationalities to unify my works and efforts towards my goals and enhance my skills in order to be recognized to acknowledged as to contribute in the growth of the company.

### SKILL & STRENGTH :-

- Knowledgeable in MS Office Operation, Great Plain Active, Internet Browsing, Data encoding, sending and receiving e-mail.
- .Disciplined and responsible in all fact in my services.
- .Utilizing capability to interact with different kind of people with the ability to speak and work effectively.
- .Company and honor all the request of my superiors which may or may not fall in my normal duties.
- .Displaying aggressive hospitality that can manage less supervision Self-motivate and hard working who is ready to work under pressure.

### PERSONAL DETAILS:

Father's Name: Late Khullah Meah  
Mother Name: Morium Begum  
Date of Birth : 18.09.1980  
Nationality : Bangladesh  
Sex Male : Male  
Marital Status: Married  
Language : English, Arabic, Hindi, Urdu, Bangla

PERMANENT ADDRESS:

Village: North Madersha, P.O- Badiul Alam Hat,P.S-Hathazari,Dist-Chittgong, Bangladesh

PROFESSIONAL EXPERIENCE:

1. I have 4 (Four) years and 6 month experience as a Receptionist and 2 Years Night Auditor at Cassells Ghatoot Hotel & Resort .
2. I have also experience 2 (TWO) years Jiban Bima Corporation in Bangladesh as a Cashier.
3. Also I have experience Al Falah Exchange Company from April 2011 to till July 2017 as a Branch Supervisor.
4. From July 2017 till the date I am associate with LULU INTERNATIONAL EXCHANGE as a ABS.

Present Address:

Al Raha Worker City Baniyas Abu Dhabi U A E

PASS PORT DETAILS:-

Issue Date : September 23 2017

Expire Date: September 22 2022

Pass port n: BQ0337155

EDUCATIONALBACKGROUND:

Secondary School Certificate (S.S.C)

Higher Secondary Certificate (H.S.C)

Bachelor of Arts (B.A)

CHARACTER REFERENCE:-

Will be furnished upon request If you given an opportunity to work under your kind rules and regulations, I assure that I would discharge duties utmost satisfaction of my superiors.

MOHAMMED ULLAH