

# BILAL ASGHAR

Computer Operator/Front Line Assistant



## About Me

I was born and raised in Pakistan, and now I'm proud to be raising my young family here. That's why I love helping people find their dream home. Having lived and worked here nearly my entire life,

## Expertise Skill

- Ms. Office
- Typing
- Emails Handling
- Adobe Photoshop
- Software & Hardware etc.

## Contact Me

+971-526631904

bilal336@gmail.com

Jabal Ali Industrial area 1  
Dubai.

## Education

- 2007-2008  
Matriculation F.C Public School  
Jalalpur Jattan Dist.Gujrat  
Pakistan
- 2009-2010  
Diploma of Commerce Govt.  
College Of Commerce Gujrat  
Pakistan

## Work Experience

- Security Admin Assistant  
AL Mufeed Security| 2022-On going
  - Daily Trackers updating, Invoice, Emails Handling and entries.
  - Assist Admin in daily routine work.
- Cashier / Front Line Assistant  
Habib Qatar International  
Exchange | 2018-2022
  - Cash & Forigen currency handling of 6 Million on Daily basis.
  - Inward and Outward Remittance of Western Union and Money Gram.
  - Daily Manage Reports and Emails.
  - Manage Customers queries and Services.