



## Abdul Rahoof

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DUBAI, UAE

## EDUCATION

### ■ Bachelor of Business Administration in Finance

University of Kannur - India  
2013-2016

### ■ Computer Commerce (Higher Secondary)

Kerala State Board  
2011-2012

## PERSONAL DETAILS

- Marital Status : Single
- Nationality : Indian
- Visa Status : Visit Visa

## LANGUAGES

English, Hindi,  
Malayalam and Arabic

## PROFILE

Highly motivated hard working individual with exceptional skills and knowledge, Capable to be exceeding productivity in any given environment

## EXPERIENCE

### • 2022 - 2022 SALES & MARKETING

Al Yalays Government Transaction Centre - UAE

#### Duties and Responsibilities

- Generate sales leads
- Identify and assess customers needs to achieve satisfaction
- Keep records of customer interactions

### • 2019 - 2021 SALE ASSOCIATE & CASHIER

Mallview LLC - UAE

#### Duties and Responsibilities

- Present, promote and sell products/services using solid arguments
- Coordinate sales effort with team members and other departments
- Continuously improve through feedback

### • 2018 - 2019 OFFICE ASSISTANT

Al Bustan Documents Clearing Services LLC - UAE

### • 2017 - 2018 CASHIER

Plus Point Hyper Market - India

## SKILLS

- Microsoft Excel & Word
- Basics of Accounting
- SAP Trainee (FICO)
- Interpersonal relationship
- Fast learner and Adaptive
- Team work
- Self-confident and ability to work under pressure
- Problem solving skill