



## Parampreet Singh

Alquoz Industrial Area 2 Dubai ( U.A.E )

+971569280331 | saabarora2525@gmail.com

## Objective

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To work in an environment which encourages me to succeed and grow professionally where I can utilize my skills and knowledge appropriately.

## Experience

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- **Al Ahalia Money Exchange Bureau LLC ( Dubai )** 14/10/2023 - Continuing  
Customer Relation Executive
  - Attending Hundreds Of Customer Daily Making Good Relationship With Them
  - Attending Different Nationality Customers
  - Making Transaction Through Casmax Software
  - Attending Phone Calls From Customers And Higher Management
  - Transferring Salaries Of Companies Associated With Al Ahalia Exchange
  - Mailing Important Documents And Data To Higher Management
- **United Security Group LLC ( Dubai )** 03/03/2023 - 13/09/2023  
Security Guard
  - Inspect And Patrol Premises Regularly
  - Monitor Property Entrance
  - Authorize Entrance Of People And Vehicles
  - Report Any Suspicious Behaviors And Happenings
  - Secure All Exits, Doors And Windows
- **UPS LLC @Expo 2020 ( Dubai )** 25/08/2021 - 31/06/2022  
Fernhay Operation Team Leader
  - Assisted The Company In Fleet Management And Crew Safety
  - Handling The Shipments Inside Expo
  - Maintaining All The Delivery At Time To Time To The Pavilions
  - Giving Assistance And Training To The Team
  - Coordinating With Customer Very Well
- **Pantos Logistics Jebel Ali Free Zone ( Dubai )** 02/11/2020 - 14/07/2021  
Team Leader
  - Motivate, Direct And Advise Shipping, Receiving And Warehouse Personnel
  - May Help To Load And Unload Shipments
  - Do A Great Deal Of Record Keeping
  - Tracking Shipping And Receiving Data And Updating Inventory
- **Noon C.F.C Dubai Logistics City ( Dubai )** 22/05/2020 - 30/10/2020  
Qc Check And Rtv Picking
  - Investigate All The Items Which Was Rejected By Outbound Department
  - Receive And Check Incoming Pick Tickets
  - Locate Products Using Technology
  - Retrieve Orders According To Quantity Size Etc.
  - Keep Records Of Completed Orders
- **Jai Ram Foods Cheeka, Haryana ( India )** 15/05/2019 - 03/05/2020  
Marketing Executive
  - Overseeing And Developing Marketing Campaigns
  - Promotional Activities
  - Devising And Presenting Ideas And Strategies
  - Conducting Research And Analysing Data To Identify And Define Audiences

## Education

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- **S. Karam Singh Grewal Public School Cheeka, Haryana ( India )** 2016-2017  
High School  
7.8 CGPA

- **D.A.V Senior Secondary School Cheeka, Haryana ( India )**  
Senior Secondary  
54%

2018-2019

## Skills

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- Good Communication
- Organization
- Problem Solving
- Coach And Mentoring
- Motivation

## Achievements & Awards

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- Marathon Race - 11 Km Silver Medal In 2017
- U.P.S LLC @Expo 2020 Dubai Certificate Of Team Work

## Interests

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- Surfing Through Internet
- Video Games
- Cricket
- Participating In Social Activities

## Activities

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- Traveling
- Sports
- Photography
- Reading Magazines
- Listening To Music

## Languages

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- English
- Hindi
- Punjabi

## Personal Details

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- Date of Birth : 19/11/2001
- Marital Status : Single
- Nationality : India
- Passport : T7178934
- Gender : Male
- Father's Name : Mr. Harvinder Singh
- Permanent Address : Advocate Colony Ward No 14 Gulha Road Cheeka

## Reference

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- **Cathy Nightingale - Ups LLC @ Expo 2020 Dubai**  
Hr Manager  
Cnightingale@ups.com  
+971564082544
- **Gopal Swami - Mabde Trading LLC**  
Supervisor Executive  
Gopal@alignmanpower.com  
+971523027319

## Additional Information

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I hereby declare that all the information given above is true and correct to the best of my knowledge