

Bilal Sharif

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Work Experience

Concierge

CRN - London
September 2018 to May 2020

My Daily duties of a Residential Concierge are handling requests from community residents, distributing mail, managing parking, commissioning handyman services, taking requests for repairs, presenting properties to potential tenants, and handling the marketing of residential communities

Warehouse Assistant

Hovis Bakery - London
July 2017 to September 2017

Administration Assistant

SOMBRIT ORGANISATION - London
April 2015 to October 2016

Shop Floor Assistant

SOMBRIT ORGANISATION - London
July 2015 to December 2015

Cashier, serving customers

Amaan Retail Shop
June 2013 to September 2013

- Maximizing retail profits
- Excellent customer care standards
- ability to identify customers needs, satisfying customers.
- Working with the databases and checking the number of items

Removal Assistant
Harrow Green - London

Education

Diploma in science and IT

red-bridge college - London
June 2016 to September 2016

Skills

- ACCESS (2 years)
- EXCEL (Less than 1 year)
- POWERPOINT (Less than 1 year)
- WORD (Less than 1 year)
- fast learner
- Competent in Microsoft, Word, Excel, Access and PowerPoint Self Interest and Hobbies
- Passion in Politics am interesting in world event
- Passionate in reading historians books and geographic books
- Interesting cooking, and making creative of meals
- Interest in Playing football and watching football and coding building web pages
- and passion in watching movies, such crime movies. Reference Available on Request