

# **RESUME**

**NAME: MUJIB ALI KHAN**

**ADDRESS:** #120 Diego Martin Main Road, Diego Martin

**CONTACT:** 637-2896 or 745-6965

**EMAIL:** [mkhan796@hotmail.com](mailto:mkhan796@hotmail.com)

## **EXPERIENCE**

**CARDIOVASCULAR ASSOCIATES LTD. October 2003 – Present**

### **STORES AND INVENTORY CLERK**

- Receiving, Checking and proper storage of Inventory
- Maintenance of all inventory supplies within the company
- Aiding in the distribution and transferring of goods throughout pharmacy branches
- Distribution of all Office Supplies required of various working stations

**DIREC ONE TELEMARKETING FIRM – July 2000 – October 2003**

Telemarketing Sales Representative

**CERAMIC TRINIDAD LIMITED – June 1998 – June 2000**

Handling of goods throughout the company and its clients

## **INTRINSIC QUALITIES**

- Hard Worker
- Good Inter/Intrapersonal Skills
- Quick Adaptation to versatile environments
- Friendly and Easygoing nature

## **QUALIFICATIONS**

### **GRADE**

Principles of Accounts	(one)
Principles of Business	(three)
Mathematics	(three)
Computer Literacy	
Word Processing	
Microsoft Excel	
Peachtree Accounting	

## **GOAL**

To work for a ministry that is in my line of work and where I can grow as a person and a worker who is interested in health and healthy procedures that will enable me to push forward and rise with the Ministry itself that serves the country with due diligence.

## **REFERENCE**

Mr. Jefferson Val Bishop

PHARMACIST – Ultra Care Pharmacy

Contact: 633-7000