**Personal Details**



Name: Fadan Isa Mohammed Alaradi

Nationality: Bahraini

Gender: male

Telephone No**: 38783863**

E-mail: Marinero-2000@hotmail.com

CPR No: **910106410**

**Career Objective**

* To occupy a post that suits my qualifications.
* To work in an environment where I can prove to be a valuable asset to the organization.
* To develop myself and my future career.

**Educational Qualifications**

|  |  |  |
| --- | --- | --- |
| **Qualification** | **Institution** | **Year of award** |
| * Secondary School Certificate | * De La Salle School College (Dublin-Ireland) | * **2009** |
| * Attended BBM (Bachelor Business management ) | * Brindavan College (Banglore - India) | * **2010-2012** |

**Work Experience& Training**

|  |  |  |
| --- | --- | --- |
| **Date** | **Place** | **Position** |
| January 2010 – February 2010 | Golden Boy Sport accessory shop | Cashier/Salesman |
| February 2017 – August 2017 | Geant Hypermarket | Cashier/Salesman-Safe staff |
| August 2017- April 2018 | Carrefour Supermarket | Cashier/Acting Supervisor |

**Other Activities and Workshops attended**

|  |  |  |
| --- | --- | --- |
| **Year** | **Place** | **Activity/ Workshop** |
| 2006-2009 | De La Salle School College (Dublin- Ireland) | Participating in Chess tournaments |
| 2017 | Bahrain Mall | Customer Service |
| 2017 | City Center Mall | Customer Service |

**Key Skills**

* Excellent in computer programs such as (Word-PowerPoint-Excel).
* Able to work under pressure and meet deadlines.
* Quick learner and have the ability to adapt to changes in the work environment.
* Effective team working skills and ability to communicate with people at all levels.
* Problems solving Skills.

**Languages**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Language** | **Speaking** | **Writing** | **Reading** | **Listening** |
| * English | * Fluent | * Excellent | * Excellent | * Excellent |
| * Arabic | * Fluent | * Excellent | * Excellent | * Excellent |

**Extra Notes**

* My duty as a safe stuff in Geant means I’m the person in charge of preparing the money for Cashiers, prepare the money for the refunds ( this includes cash coins, and foreign currencies ), I deposit the money to the bank, and I count the money of the safe at least three times a day, I check cashiers money and I make their reports, I write reports for the next safe stuff shifts, I send credit card slips, reports and e-mails to the accountants, and I write reports for the cash manager.
* My duty as acting supervisor in Carrefour was same as safe stuff in Geant with some extras such as organizing the cashiers and the packing stuff, making refunds for customers, and listening to customers’ problems and solving them.