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**Hamid Ali Eqbal**

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**Objective**

To secure an appropriate position, this will provide growth opportunities with effective utilization of my skills and experiences also the opportunity to learn more in professional Atmosphere.

**Modules covered**

**Fundamentals of computer**  
**MS-Office:** MS-Word, MS-Excel, MS-Power point  
**Operating System:** Windows, Dos

**Work Experience**

* Presently working as Sales Executive in Cineco Bahrain Telecom (XXXXX Distributor)
* One-year experience as Sales assistance.
* Six months experience as a post in Office Assistant.

**Responsibilities**

Goals set for month on month, maintaining relationship with target customers, customer service,

Ticket Seller- Provide customers the best experience at the counter

Security- Maintain the quietness inside the theater and keeps everything under control.

Operating Internet, updating all records and documents (Hard copy as well as Soft copy), Purchasing and maintaining stocks, Data Entry, Updating accounts, Compiling MIS reports and Follow up for payment.

**Technical Education**

English for specific purposes level 1 –BIBF.

Bahrain cinema employment policy document – English

Bahrain Cinema CineCo Bahrain costumers care training

**Academic Qualification**

Hamad Town High School Bossiness division

**Strength**

Computer Expert

Positive thinking

Hard Working

Result Oriented









