

CONTACT

ANOUAR ADLI

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OBJECTIVE

To secure a challenging position in a reputable organization to expand my learnings, knowledge, and skills. Secure a responsible career opportunity to fully utilize my training and skills, while making a significant contribution to the success of the company.

EXPERIENCE

2018 - 2022

- **Nurse Technician**

Burjeel Hospital Abu Dhabi UAE

- Book, manage and confirm appointments via phone and email.
- Process transactions (cash and credit cards) and issue receipts
- Offer beverages and talk with clients who are in the waiting area
- Welcome walk-ins, answer questions about services and schedule appointments based on availability.
- Conduct skin analysis (face and body)
- Update client records with contact details and treatments received
- Operate slimming machines properly.
- Administer pre procedure solution to customers as per the guideline of the company
- Provide advice on products based on each client's needs after treatment
- Cross-sell beauty products and additional treatments, when appropriate
- Ensure all areas are clean and equipment is sterilized before use .

2022 - 2024

- **Receptionist clinic**

Body Slimming Nutrition clinic

Greet patients and visitors in a professional and welcoming manner

- Schedule, confirm, and manage patient appointments efficiently
- Handle phone calls, inquiries, and patient registration
- Maintain accurate patient records and update information as needed
- Process insurance approvals and billing transactions

2024 - 2025

- **Receptionist**

NMC Healthcare Nutrition specialists UAE

*Warmly greet clients, walk them to the proper Body slimming Nutrition Medical station and inform assigned beauticians of their arrival

* Book and confirm appointments via phone and email

*Process transactions (cash and credit cards) and issue receipts

* Welcome walk-ins, answer questions about services and schedule appointments based on availability.

2025 - 2025

- **graphic design**

Tagaytay Company

Graphic design an important role in healthcare. Here are some ways graphic designers can contribute to the healthcare sector:

Sequence Health

Graphic design can be used to make complex medical information easier to understand.

By making a patient health record more usable, designers can help to prevent medical errors, empower patients to make smart health decisions, and even save lives.

Graphic designers can help hospitals and healthcare companies with logos and clear signage.

EDUCATION

2014

- Bachelor of international commerce bachelor degree

SKILLS

- Good knowledge in using Microsoft office application
- Able to deal and work with different background
- Can work independently
- Good communicator
- Quick learner, adaptable and flexible
- Self motivated and hardworking

LANGUAGES

- Arabic
- English
- French

REFERENCE

- ANOUAR ADLI - """