

FAISAL AHAMED JAINUL ABDEEN

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Objective:

Use my knowledge and experience to make a positive contribution, whilst staying abreast with the current technology and practices in the industry.

CAPABILITIES:

- Designing of all type of graphic designs.
- Excellent Communication Skills in writing, reading and speaking of English.
- Fast learner and can switch to any new domain & technologies with ease.
- Possess strong analytical and problem-solving skills with the ability to make well thought out decisions.
- To join an organization in an executive capacity where experience and skills can be exercised to improve the firm's expansion and long-term viability as a successful Concern.

WORK EXPERIENCE in Dubai:

- Worked as an **Bike Messenger at EXCELLENCE FINANCING BROKER DUBAI**, from February/2024 to Present.
 - ✓ Collecting the secured documents.
 - ✓ Collection of cheque and cash from the client.
 - ✓ Deposit the cheque and cash to the bank and Machine.
 - ✓ Do office & Bank related work.
- Worked as an **Operation Assistant (Freight Forwarding) at HONOUR CARGO SERVICES LLC DUBAI**, from April/2015 to January/2020.
 - ✓ Collecting the Delivery Order and Noc Import document for Air & Sea.
 - ✓ Collecting the Bill of lading and Sea waybill for export document
 - ✓ Customs inspection Air & Sea clearing for Import & Export.
 - ✓ Do collection of cheque and cash from the client.
 - ✓ Do office & Bank related work like Administrative.
- Worked as a **Warehouse Assistant & Data Entry Inventor at M/s. ARIFA AUTOTEC LLC DUBAI** from March/2014 to April/2015.
 - ✓ Work experience in handling for warehouse duties picking, packing, loading & unloading.
 - ✓ Delivery to all materials exactly time to customers
 - ✓ Teamwork with time management
 - ✓ Handling to all materials safe & secure and Stock checking in & out every day.
 - ✓ Yearly once stock checking inventor.
- Worked as An **Office Assistant & Data Entry Operator at M/s. EMSTAR LOGISTCIS LLC DUBAI** from February/2013 to March/2014.
 - ✓ Experience in check in and check out for all documents.
 - ✓ Coordinating to all staffs for time management to deliver the shipment.
 - ✓ Daily shipment report submitted to office.
 - ✓ Keep teamwork time management.

WORK EXPERIENCE in Saudi:

- Working as in **Driver with Warehouse Assistant at SULINDA Sole Trade Company SAUDI**, from Nov/2022 to Nov/2023.
 - ✓ Delivery to our medicine product to customer.
 - ✓ Collecting cheque and cash from customer clients.
 - ✓ Additional work for our company document collecting to clients.

Academic Project in India:

- "A Study on the Role of Advertisements in Making a People Purchase a Particular Product" (09/08/2010 to 09/09/2010) with **AMOEB-O-GRAFYZ**, Chennai

EDUCATION

ACADEMIC QUALIFICATION

Examination	College	University	Year of Passing	Percentage
B.SC Visual Communication	the New College	University of Madras	2011	61%

TECHNICAL QUALIFICATION

- ❖ **SOFTWARE:** Adobe Photoshop CS3, Adobe Illustrator CS3.
- ❖ **OPERATING SYSTEM:** Windows- XP, Windows 7, Windows 8 & 10 MS Office – (word, PowerPoint, Excel)

ACHIEVEMENTS AND INTEREST

- Participated in "INTER COLLEGE COMPETITIONS".

PERSONAL DETAILS

Father's Name	:	Mr. Jainul Abdeen
Date of Birth	:	17.07.1990
Marital Status	:	Married
Nationality	:	Indian
Languages	:	English, Hindi, Malayalam, Tamil
Passport No	:	U9087844
License	:	Valid UAE (Bike License)
Visa Status	:	Employment

Declaration:

I hereby declare that all the above-mentioned information is correct up to my knowledge and I bear the responsibility for the correctness of the above-mentioned particulars.

FAISAL AHAMED