

ABDUL KADER

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WORK EXPERIENCE

- **Office Administrator, Premier Auto Parts LLC, Dubai, U.A.E,** Dubai, United Arab Emirates(Jan 2020 to Present)
- **Secretary / Office Administrator, Kharafi National, Abu Dhabi, U.A.E,** Abudhabi, United Arab Emirates(Dec 2014 to Nov 2019)
- **Secretary, Kharafi National, Kuwait,** , Kuwait(Feb 2010 to Nov 2014)
- **Sales Executive, M/s A.D.M.M.I, Abu Dhabi and Al Ain U.A.E,** Abudhabi, United Arab Emirates(Jun 2006 to Jan 2010)
- **Office Clerk, Abu Dhabi Commercial Bank, Abu Dhabi, U.A.E,** Abudhabi, United Arab Emirates(Jan 2000 to May 2006)

EDUCATIONAL BACKGROUND

- **Board of Technical Education, Kerala, Diploma,** 0, Automobile Engineering
- **P. G. D. C. A, , Post Graduation Diploma,** 0, Computer Applications (P.G.D.C.A.)

SKILLS

- **ms office**
- **hard working**
- **team leader**

PERSONAL BACKGROUND

° **Birthday:** - 1977-05-30