

SYED KASHIF ABBAS

Deira, Dubai, UAE

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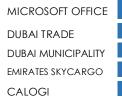
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OBJECTIVE

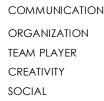
To seek a challenging career in an organization having the environment that encourages continuous learning and provides exposure of new technologies, to achieve professional and personal growth.

SKILLS

WORK



PERSONAL





SYED KASHIF ABBAS CUSTOMS CLEARANCE AGENT

EXPERIENCE

(2018 – present)

CUSTOMS CLEARANCE AGENT

Al Areesh Cargo Clearing & G.L.T

- Checking import/export documentation to determine cargo contents, and classify goods into different fee or tariff groups, using a Harmonized System (HS) Code.
- Submitting documents through the MIRSAL 2 system for Customs (Import, Export and Transit).
- Estimate freight or postal rates, and record shipment cost and weights.
- Making declaration report for Dubai Customs
- Have excellent knowledge in Dubai Trade Services such as Mirsal 2, Importer code application, Custom Card Application, HS Code request etc.
- Knowledgeable in Dubai Municipality Services such as permit application in all categories (Food, Dangerous Goods, Veterinary, etc).
- Able to make Gate pass using Tareesh from PCFC Security Department.
- Processing DP world Gate Pass and making Payment
- Assist with the customer inquiries

(MARCH 2016 - FEB 2018)

ASSISTANT ACCOUNTANT

CLASSIC NUTRACEUTICAL LABS

- Office Administration
- Accounts
- Filing, Documentation.
- Deals with bank, customs, warehouse for company.
- Keep employee salary record.
- Checking for Office requirements.

COMPUTER OPERATOR(ACCOUNTS) (FEB 2015-JAN2016)

AL MUSTAFA PUBLIC SCHOOL KOHAT

- Make daily entries of students fee and funds into the system.
- Solve the problems of students related to accounts.
- Make weekly and monthly statement of accounts for MD.

EDUCATION

(2010 - 2014)

BACHELOR OF BUSINESS ADMINISTRATION

BBA(HONS) GOMAL UNIVERSITY DI KHAN PAKISTAN

(2005 - 2007)

HIGHER SECONDARY SCHOOL CERTIFICATE

PRE ENGINEERING

AL-ASAR HIGHER SECONDARY SCHOOL KOHAT PAKISTAN

SKILLS

- COMPUTER LITERATE
- MAINTAINS GOOD COMMUNICATION SKILL
- WITH WARM AND PLEASANT PERSONALITY
- TRAINABLE AND FAST LEARNER
- KNOWLEDGEABLE IN MICROSOFT OFFICE
- ACCURATE IN DOCUMENTATION
- CAN WORK IN SHIFTING SCHEDULES

REFFERENCE

AVAILABLE UPON REQUEST