

SAMEER KHAN

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WORK EXPERIENCE

- **Secretary cum Document Controller for the Consultant, M/s Sharjah General Contracting Co. Sharjah, UAE, Sharjah, United Arab Emirates**(Nov 2018 to Present)
- **Document Controller, M/s United Engineering Construction LLC, UAE, , United Arab Emirates**(Apr 2017 to Nov 2018)
- **Admin Officer, M/s Harsh IT World, Churu (India), , India**(May 2015 to Jan 2017)
- **Project Secretary (Construction and Maintenance Department - Batching Plant), M/s Unibeton Ready Mix LLC, UAE, , United Arab Emirates**(Mar 2014 to Nov 2014)

EDUCATIONAL BACKGROUND

- **University of Rajasthan, , BCA, 0,**

SKILLS

- **internet**
- **hardworking**
- **ms office**

PERSONAL BACKGROUND

- **Birthday: - 1993-07-08**