

MUHAMMED YASIN

I am a passionate leader, an energizing team player, a quick yet calculated decision maker and a opportunity taker. I love to interact and assimilate with different cultures, making the place I am in as brave my new home. I came to Dubai on visit visa to continue my expeditions in career.



✉ muhammadyaseenpnga@gmail.com

☎ 0569480605

📍 ROLLA, SHARJAH, United Arab Emirates

EDUCATION

POST GRADUATION Calicut University

08/2016 - 03/2018

2.33 Out of 4.00

Courses

- ARABIC LANGUAGE AND LITERATURE

WORK EXPERIENCE

AL FAIROUZ TYPING & DOCUM. Sharjah-Rolla

01/2021 - Present

UNITED ARAB EMIRATES

Achievements/Tasks

- **Excellent knowledge of Labour (MOHRE) and Immigration (GDRFA) requirements. Best experience of using Immigration sites and Labour sites. (Sharjah online site), all Emirates Sharjah Medical, Emirates ID and other immigration sites. Able to handle work in shifts Properly preparing and handling the invoices. Ability to perform physically demanding work**

Contact: IRSHAD - +971543775916

SKILLS

☑ Hardworking and self-motivated

☑ Etiquette and confidence with in communication

☑ Co-operative and sociable

☑ Pleasant manner

☑ Maintaining and developing relationship with existing customers in person, and via telephone calls and emails.

COMPUTER SKILLS

- Operating System: Windows
- Office Applications: Word, Excel, Power point
- Excellent listening and follow – up skills
- Works well with a team

PERSONAL INFORMATION

DATE OF BIRTH -02/06/1996

SEX - MALE

NATIONALITY - INDIAN

PASSPORT INFORMATION

PASSPORT NO : T1234563

VISA STATUS: VISIT VISA

LANGUAGES

ENGLISH
Professional Working Proficiency

ARABIC
Limited Working Proficiency

HINDI
Professional Working Proficiency

MALAYALAM
Native or Bilingual Proficiency