

# Abdullah Shoukat

Administrative Assistant / Office Assistant

3 Years of Experience
Looking for Suitable Position

## CONTACT



Abdullah Shoukat



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Bur dubai, Dubai - UAE

## **SKILLS**

**SELF MOTIVATION** 

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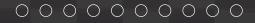
ABILITY TO LEARN AND WORK UNDER PRESSURE



CONFIDENT AND GOOD TEAM PLAYER



ABILITY TO DEAL WITH MULTICULTURAL ENVIRONMENT



# **LANGUAGE**





**PASSIONS** 













Intend to build a career with an organization with committed and dedicated people which will help me to explore my skills and fully maximize my potential. Willing to work as a key player in a challenging and creative environment to make a significant contribution in the organization.

## **EDUCATION**



#### • 2021

A Levels / Intermediate in Computer Science Superior Group of Colleges - Gujrat Pakistan

#### • 2019

O Levels / 10th Class - Matriculate
DAR E ARQAM MODEL HIGH SCHOOL - Gujarat
Pakistan

## **EXPERIENCE**



3 Years
 Office Assistant
 Pakistan

.full cycle duties, answering clients calls, spot visited

PERSONAL DETAILS



Date of Birth: 04/03/2000
Marital Status: Single
Nationality: Pakistani
Visa Status: Visit Visa
Passport No: LJ5191871