

# TAHERA FATIMA

Abu Dhabi, UAE

Email: [tahera.italdeziagn@gmail.com](mailto:tahera.italdeziagn@gmail.com)

Phone: +971568582912

## WORK EXPERIENCE

- **Executive Assistant to the CEO/ Document Controller/ HR Office, Al Reem International Construction LLC: Abu Dhabi, UAE, Abudhabi, United Arab Emirates**(Jan 2019 to Present)
- **Executive Assistant/ HR Officer , Al Waqar Gen Transport & Contracting: Dubai, UAE, Abudhabi, United Arab Emirates**(Jan 2009 to Apr 2018)

## EDUCATIONAL BACKGROUND

- , Abudhabi, **Bachelor's degree**, 2007, Business Administration

## SKILLS

- multitasking
- ms office
- hardworking

## PERSONAL BACKGROUND

- **Birthday:** - 1987-10-18