

QAZI SAIF UDDIN

Location	Sharjah, UAE.
Mobile	+971521041964.
Email	saifuddingaziae@gmail.com
Languages	English, Urdu & Hindi.
Nationality	Pakistan. UAE resident.
Date Of Birth	21/11/2003.

Experienced Customer Service Professional Dedicated to Delivering Service and Building Strong Customer Relations.

KEY SKILLS

Customer Support.	MS Word.	Patience.
Team Leading	MS Excel.	Commitment.
Time Management.	Social Media Marketing.	Multi-tasking.
Positive Attitude.	Social Media Handling.	Problem Solving.

PROFESSIONAL EXPERIENCE

Assistant Floor Manager - COP 28 - THA Events

(NOV-2023 – DEC-2023)

KEY RESPONSIBILITIES

- Supervise and lead a team of floor staff.
- Provide guidance and support to ensure smooth operations.
- Coordinate with various departments to ensure seamless workflow.
- Address customer inquiries, concerns, and escalations.
- Participate in pre-event and post-event meetings.
- Received recognition or awards for outstanding performance in floor management during the COP 28 UAE event.

Usher - Trevor Noah - SS Events

(OCT-2023 Part Time)

KEY RESPONSIBILITIES

- Greeting and welcoming guests.
- Seating Assistance.
- Crowd Management.
- Ticket Verification.
- Collaboration with event staff.

Assistant Floor Supervisor - LUX Style Awards - Unilever

(NOV-2022 Part Time)

KEY RESPONSIBILITIES

- Managing and coordinating the various teams and crew members.
- Collaborating with the technical team to address any technical challenges that may arise during the event.
- Worked closely with the stage manager to ensure that the event follows the planned schedule and runs on time.
- Coordinate with various departments to ensure seamless workflow.
- Participate in pre-event and post-event meetings.

Customer Services Officer - Shayas Digital Solution

(June-2022 – July-2023)

KEY RESPONSIBILITIES

- Posting Digital advertisements on Facebook regarding Internet services.
- Deal with clients for their queries and questions about our services.
- Data entry for confirmed clients on sheets.
- Data crawling for business purposes.

EDUCATION

- Westford University.
BSc Computer Science - Present.
- CAA Model College.
PRE-Engineering 2020-2022