

# NORAIDA U SANDIALE

Dubai, U.A.E

Email: [noursandiale@gmail.com](mailto:noursandiale@gmail.com)

Phone: +971547161757

## WORK EXPERIENCE

- **EXECUTIVE SECRETARY, FSIME Construction LLC**, Dubai, United Arab Emirates(Nov 2016 to Aug 2021)
- **Mirbad Pop-Up Fair, Etihad Towers**, Abu Dhabi, United Arab Emirates(Aug 2016 to Present)
- **FRONT DESK OFFICER CUM SECRETARY, Exclusive Acrylic ME LLC** , , United Arab Emirates(Nov 2013 to Oct 2016)
- **GITEX Traders, World Trade Center**, Dubai, United Arab Emirates(Aug 2013 to Present)

## EDUCATIONAL BACKGROUND

- **Omega Institute, Dubai, United Arab Emirates** , Dubai, **Secretarial Program** , 2015,
- **Basilan State College Philippines** , , **Associate** , 2011, Computer Office Management

## SKILLS

## PERSONAL BACKGROUND

- **Birthday:** - 1992-08-05