

# Noordeen Haja Mohamed

## About Me

I am a very dedicated worker. I enjoy being part of a team and working in a challenging and dynamic environment. I also work well independently.

I was worked at **Axiom Telecom L.L.C Dubai. (United Arab Emirates)** as a **Mobile Sales Executive**, having knowledge of sales, marketing, dealing, customer relationship, profit negation, good sound and all sales related skills.



E-mail:

[verymissma@gmail.com](mailto:verymissma@gmail.com)  
[noordeen1985@yahoo.com](mailto:noordeen1985@yahoo.com)

## Contact No

**+97152- 7313835**

**+97150- 3095070**

## Present Address

Villa no : 15  
Al rashidhiyah,  
Dubai,  
United Arab Emirates.

## Personal Data

Date of Birth : 15.07.1985

Marital Status : married

Passport No : L 9302387

Visa type : cancel visa

## Experience

- **Sales executive at axiom telecom, DUBAI, UAE ( 2018 - 2020)**

Getting the daily target from respected supervisor,

Drive thru the target and focus on the products, and push the products to the customers,

Good sound and negotiation skills,

Well experienced with mobile accessories products,

Good customer relationship with smile approach,

Able to work with any kind of situation to achieve the monthly target.

- **Supervisor at National Security Guards, DUBAI, UAE (2016 - 2017 )**

Getting daily report and task from office,

Visiting on site daily,

Checking staff work and quality,

Getting feedback and complaints from clients, try to solve on time,

Preparing work roster of guards and pool workers,

Marketing our new services to clients and get new project.

- **Documentary Controller at NBQ Bank, UAQ, UAE ( 2008 - 2015 )**

Receiving daily mails from courier, ( aramax )

Dispatching all mails and handover to concern department,

Preparing daily worksheet from excel,

Maintaining data and files in the system,

Prepare day end documents and send to all branches via courier.

Nationality : Indian

Religion : Muslim

Languages :English,  
Arabic,  
Hindi,  
Malayalam,  
Tamil.

Driving License : Light vehicle  
( Manual )

Issue Place : Dubai - 26-04-2009

( All routes, places known very  
well in UAE )

- **Cars Organizer in Ghost Rent A Car, UAQ, UAE ( 2007 - 2008 )**

Daily vehicles checking,

Updating previous data to owner,

Arrange vehicles to customer and tracking the vehicles,

Checking fines and radar,

Maintaining office and staff's,

- **Messenger in Ministry of Health, UAQ, UAE (2005 - 2006)**

Preparing and arranging documents for signing from MD,

Prepare daily data and notes from MD office,

Send documents, cheques, files and other misc. to head office.

### Education

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- Diploma Course in refrigeration and air conditioner
- B.B.A In Marketing (doing from July-2020 - at TNOU -chidambaram,india )

### Computer Knowledge

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- Packages : MS-Office (Word, Excel, Power Point)
- Operating Systems : Windows XP, Windows Vista, Windows 7,8,10

### Strengths

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- Ability to work with honest and dedication and adapt to the situation of work place environment
- Positive activities
- Team Co-ordination
- Self-Starter
- Own Creativity
- Strong Sales Skills
- Can Work Well Independently

Sincerely  
( Noordeen Haja mohamed )

