

MALA RAI

Burdubai, Mankhool, Dubai

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WORK EXPERIENCE

- **Admin Assistant, Children's Oasis Britsih Nursery, Dubai, United Arab Emirates**(Oct 2017 to Jan 2019)
- **Data Entry Operator/Admiin Assistant, Aster DM Healthcare, Dubai, United Arab Emirates**(Sep 2015 to Sep 2017)
- **Guest RelationExecutive, Polo RAK Amusement LLC, Ras Al Khaimah, United Arab Emirates**(Jun 2012 to Aug 2015)

EDUCATIONAL BACKGROUND

- **North Bengal University, Kalimpong, Bachelors, 2002, Arts**

SKILLS

- **ms office**
- **tally**
- **zoho basic**

PERSONAL BACKGROUND

- **Birthday: - 1979-07-15**