



Sarah Mohammad Parmoz

PROFILE

A forward thinking and possessing drive, ambition and ability. Having a broad knowledge of organizing, managing and supporting the day to day activities required for running an organization. Flexible with strong team-working skills, able to work individually or as part of a group. Involved in a wide variety of tasks in areas, such as: hospitality, Event managing, customer's solutions, resource planning and recruitment. Excellent organizational skills gained through all-round administrative experience and now looking for an opportunity for personal development and career progression with a reputable organization.

CONTACT

Mobile Number:
+971 (0) 504162404

E- mail:
3aarahmohammad@Gmail.com

Address:
Rawdha2, Ajman, UAE

PERSONAL DETAILS:

Date of Birth: 07.10.1998

Nationality: Iran

Visa Status: Father Sponsorship

Hobbies: Travelling, painting, learning new languages,

LANGUAGE

English: Excellent
Arabic: Excellent
Persian: Excellent
Urdu: Basic
Turkish: Basic

EDUCATION

Iranian Private School of Sharjah-2005 - 2016
Diploma of Science

CUCA University-2019 - 2023
Bachelor of Hospitality and Tourism Management

TOTAL WORK EXPERIENCE AND RESPONSIBILITIES

Dubai Fly Market.

Seller. Summer 2016- Summer 2017

Achieved sales targets.

Pros and Cons, FLC, Purple Tree, SD Promotion and Event Agencies.

Promoter. January 2016– May 2018

Created a positive image and led consumers to use it.

Identified interest and understood customer needs and requirements.

Demonstrated and provided information on promoted products/services.

Distributed product samples, brochures, flyers etc. to source new sales opportunities.

Reported on demonstration related information (interest level, questions asked, number of samples/flyers distributed etc.)

Lycan Event, FLC and SD Promotion and Event Agencies.

Usher. January 2016- May 2018

Provided assistance to guests and visitors.

Politely directed and escorted guests to their seats.

Visually swept the theaters to check for potential safety issues and lost and found items.

Counted and recorded tickets as they are collected.

Dealt effectively with a wide variety of personalities and situations.

GRMC Advisory services Company.

Call Center. June 2018- August 2018

Identified the needs of various customers, clarified information, embarked on necessary research, and provided lasting solutions to customer's problems.

Philips Company.

Tele prospector. September 2018- March 2020

Recommended solutions to any difficulties faced by the clients.

Provide proper information, guidance, and support to the clients.

Worked efficiently with the team in order to achieve the desired results.

Went through the process of reaching out to potential customers in order to find new business.

Got in touch with leads by call or email.

Distributed emails to sell managers.

GRMC Advisory services Company.

Survey interviewer for MAF (Majid Al Futtaim) and MEERAS

January 2017–2020

Used to provide business solutions, using research as a means to an end.

Been highly detailed oriented and very well organized with the ability to communicate well in writing and verbally.

Conducted data efficiently and professionally.

SKILLS

- Excellent leadership, communication, problem solving and interpersonal skills, including: Time management, Active listening, Customer Service.
- Skilled in Microsoft Word, Excel and Power point.