



## AKSHAY RAJENDRAN

Dubai-UAE

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akshayrajendran01@gmail.com

### Objective :

To put into my potentials in one of the challenging organisation like yours and strive to towards the progress of the organisation.

### Experience And Skills :

- Good Knowledge in Safety concepts and First Aid System.
- Professional, Confident and Hard working.
- Strong administrative and organizational skills.
- Work efficiency both as team and independently.
- Able to work in sorts if pressure.
- Excellent communication Skills.
- Quick learner, keen to and improve skills.
- Experience in problem-solving.
- Enthusiastic and committed.

### Experience By Companies :

- [Transguard \(Dnata\)](#) Feb-4-2020 - Mar-21-2020  
Departure Assistant (Technical Support)

### Education Qualifications :

- [NSV HSS Punalur](#) 2014  
SSLC  
81%
- [Govt. High School, Punalur](#) 2016  
Plus Two  
66%
- [Bharathiar University](#) 2019  
Bachelor Of Business Administration  
Pursing

### Language Know :

- English, Malayalam, Tamil, Hindi.

### Computer Knowledge :

- MS-Word, MS-Excel, MS-Power Point (Basics) etc.

### Personal Details :

- Date of Birth : 10-12-1997
- Marital Status : Single
- Nationality : Indian

### Passport Details :

- Passport No : T3740502
- Date of Issue : 05-07-2019
- Date of Expiry : 04-07-2029
- Visa status : Work Visa (Transferable)

### Declaration :

- I here by declare that the all information are to the best of my knowledge belief.

A handwritten signature in black ink, appearing to read 'Akshay', with a stylized flourish at the end.

AKSHAY RAJENDRAN