

ARIFA J

Al Twar-1, Dubai, UAE

Email: arifaj.dxb@gmail.com

Phone: +97150863 2436

WORK EXPERIENCE

- **EXECUTIVE ADMINISTRATIVE ASSISTANT (REMOTE)**, Ono Labs Pvt Ltd, Mastree (Bangalore), , India(May 2019 to Sep 2021)

EDUCATIONAL BACKGROUND

- , , **MA**, 2019, English

SKILLS

- **ms office**
- **hardworking**
- **multitasking**

PERSONAL BACKGROUND

- **Birthday:** - 1996-01-31