



THAFSIL WHAHID ABDUL JABAR

SALESMAN

CONTACT ME

AL BARSHA 1
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EDUCATION

SECONDARY EDUCATION
INDIAN COMMUNITY SCHOOL, KUWAIT
APRIL 2002-MARCH 2014

HIGHER SECONDARY EDUCATION
INDIAN COMMUNITY SCHOOL, KUWAIT
APRIL 2014-MARCH 2016

BACHELOR'S DEGREE
MOTHER ARTS AND SCIENCE COLLEGE,
KERALA
APRIL 2016-MARCH 2019

SKILLS

COMMUNICATIONS

TEAMWORK

DECISION MAKING

LEARNING

DRIVING LICENSE

License no:4326578
ISSUE DATE :26/08/2022
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WORK EXPERIENCE

SALES & ADMINISTRATIVE COORDINATOR
DAR AL ZAIN GENERAL TRADING CO L.L.C AL BARSHA 1 - DUBAI
(FEBRUARY 2020-PRESENT)

1. MANAGING DAILY ACCOUNTS
2. MANAGING THE STAFF FOR ASSIGNED DUTIES.
3. ORGANIZING THE DAILY SCHEDULES FOR THE ASSIGNED STAFFS.
4. OVERALL MANAGEMENT.
5. MANAGING THE DAILY PURCHASE
6. MAINTAINING CLEAR RECORD OF THE WORK PERFORMED.

SALESMAN
SEA GULF TRADING L.L.C, THRISSUR-KERALA
(APRIL 2019 - FEBRUARY 2020)

1. MAINTAINING CLEAR RECORDS OF THE CLIENT.
2. MAINTAINING PROPER STOCK IN THE VEHICLE.
3. LOADING AND UNLOADING STOCKS.
4. CASH MANAGEMENT.

ACCOUNTANT-(INTERN)
DOLPHIN WOODS, THRISSUR-KERALA
(JANUARY 2018-FEBRUARY 2019)

1. MAINTAINING PROPER RECORDS OF THE CUSTOMERS.
2. MANAGING INCHARGE OF THE SITES ISSUED.
3. MANAGING PROPER STOCK FOR IN AND OUT
4. MANAGING PROPER RECORDS OF ACCOUNTING.

REFERENCES

SHIHAB T.S
MANAGER - DAR AL ZAIN TRADING

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MOHAMMED ASHIF P.M
SUPRVISOR-DAR AL ZAIN

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