

AMIR KHAN

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E: amirkhanup3@gmail.com



PERSONAL DETAILS

Date of Birth : 05-01-1999
Sex : Male
Marital Status : Single
Religion : Muslim
Nationality : Indian

PASSPORT DETAILS

Passport No. : P7561240
Issue Date : 21-04-2017
Expiry Date : 20-04-2027

LANGUAGES

English ☐
Hindi ☐
Urudu ☐

Driving Licence Details

- Indian Driving License
- UAE Driving License (Light, Manual)

COMPUTER SKILLS

- MS Office
- Internet Surfing & E-mailing
- Basic Computer Knowledge

HOBBIES

- Travelling
- Sports
- Reading Books
- Making Friends

REFERENCES

Available Upon Request

PERSONAL SUMMARY

To work in a dynamic and an equal opportunity organization that stimulates challenges and rewards my potential thereby enabling me to proactively grow with, and achieve the goals set by the organization. To take the initiative in being a strong source of motivation and exhibit Leadership qualities, work in a supportive environment driven by people centric values.

PROFILE

Seeking a suitable position where my past and varied experience would be fully utilized in a career opportunity and where making a significant contribution to the success of my employer will gain me career advancement opportunities.

EDUCATIONAL QUALIFICATION

- **HIGH SCHOOL,**
Certificate of Allahbad - UP
- **INTERMEDIATE**
Certificate of Allahbad - UP

WORK EXPERIENCES

DRIVER

- Worked 3 years as a Driver cum Salesman in Corel Hardware - India

CLEANING LABOUR

- Worked 1 Year as a Cleaner in Emani Ladies Tailoring, @ Ajman - UAE

ACCOUNTANT

- Worked 2 Years as a Accountant in a private Co. India

STRENGTH:

- Having good observation and analytical skill
- Communication Skill & Complex Problem Solver
- Strong decision maker & Risk Assessment
- Punctual, Quick learner and a team player
- Responsible, Enthusiastic, eager to learn
- Comprehensive Problem solving abilities
- Self-motivated and dedicated to the job
- Time Management, Training and Monitoring
- Hardworking, Self-Confident, Always has a positive attitude

DECLARATION:

I hereby declare that the above mentioned information's are correct up to my knowledge and I bear the responsibility for the correctness of the above-mentioned particulars.

AMIR KHAN