ABDULLAHSIRADZ OMAR AKIL

Al Wakrah, Doha, Qatar obile No.: 974+33239188

Email Add: siradzakil@gmail.com



OBJECTIVE

To work for a progressive organization in a highly motivating and challenging environment that provides the best opportunities to grow and utilize my potential to the fullest.

WORK EXPERIENCE

♣ SALES CONSULTANT AND RECEPTIONIST

September 20, 2015 up to 2023

Company Name: Anytime Fitness Qatar

Address: Oryx Building, Al Wakrah Main Road, A Wakrah With Qatar Qatar Manual Light Driving License

Duties and Responsibilities:

- ➤ Responsible on registering old and new clients/customers
- ➤ Contacting potential customers via telephone, email and face to face
- Working to key performance indicator and revenue targets as set by the sales director
- Receiving visitors at the front desk by greeting, welcoming, directing and announcing them appropriately
- Answering screening and forwarding incoming phone calls
- Receiving and sorting daily mail

LIASON OFFICER

March 3, 2011 to August 14, 2013

Company Name: SRN Fast Sea craft Inc. (Weesam Express Vessel)

Address: Pilar St. Zamboanga City, Philippines

Duties and Responsibilities:

- Process papers and other documents in banks, government & other private institutions.
- ➤ Pick up and carry messages, documents, packages, and **other** items between offices or departments within an **establishment** or to other business concern.

STORE KEEPER

January 21, 2008 to February 4, 2011 Company Name: SRN Fast Sea craft Inc. (Weesam Express Operated Vessel)

Address: Pilar St. Zamboanga City, Philippines

Duties and Responsibilities:

- Receives and inspect materials with purchase orders
- > Maintain manual and computer records
- > Stores the materials in respective order
- Maintain records and the cleanliness of the warehouse

♣ Front Desk Officer and Receptionist

June 2002 to November 2002 Company: Grand Regency Hotel

Address: Doha, Qatar

Duties and Responsibilities:

- ➤ Helps check hotel guests in and out;
- verify guest registration, address and credit information,
- informing guest of hotel amenities,
- confirming customer preferences, checking identification, posting credit or debit card charges and providing a room key

4 SUPERVISOR CASHIER

November 1995 to November 1997

Company: Tropicana Chinese Restaurant

Jeddah, Kingdom of Saudi Arabia

Duties and Responsibilities:

- Present a customer service oriented image at all times
- ➤ Interact positively and pleasantly with customers and employees
- Complete DSR (daily station reports)

EDUCATION

ADAMSON UNIVERSITY

Manila, Philippines

Under Graduate, Bachelor of Science in Hotel & Restaurant Management

PERSONAL INFORMATION

- ♣ Date of Birth: May 6, 1975
- **♣** Place of Birth: **Zamboanga City, Philippines**
- ♣ Nationality: <u>Filipino</u>♣ Civil Status: <u>Married</u>
- **♣** Visa Status: **Residence Permit (NOC will be provided by company)**

SKILLS & STRENGTH

- ✓ Above average knowledge in languages: English, Arabic and Filipino
- ✓ Team player with excellent communication skills
- ✓ Physically fit, dynamic, proactive and efficient
- ✓ Highly skillful at following guidelines and taking directives ✓ With Qatar driving license (Light)

CHARACTER REFERENCE

To be provided upon request

State Of Qatar Residency Permit



دولة قطر رخصة إقامة

ID.No: 27560818934

الرقم الشخصي:

D.O.B:

تاريخ الميلاد: 06/05/1975

Expiry:

15/11/2024

الفلبين

الجنسية

Nationality:

PHILIPPINES

Occupation:

مدرب رباضي

المهنة: ۵

الإسم: عبدالله سيروز عمر عقيل

Name: ABDULLAHSIRADZ OMAR AKIL

Passport Number: P7442099B

Passport Expiry: 23/09/2031

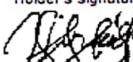
Serial No: 31127560818934

عمل , Residency Type:

لهجة التجارة والخدمات Employer:

مدير عام الإدارة العامة للجوازات General Director of the General Directorate of Passports

توقيع حامل البطاقة Holder's signature







رقم جواز السفر:

تاريخ انتهاءالجواز:

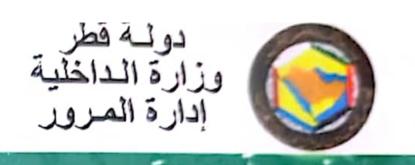
نوع الرخصية:

الرقم المسلسل:

المستقدم:







DRIVING LICENSE

27560818934

الاسم عيدالله سيروز عمر عقيل

القلبين



NAME ABDULLAHSIRADZ O. AKIL

NAT. PHILIPPINES

1975-05-06

BLOOD GR.

2018-09-25

ت اول اصدا

VALIDITY

2028-09-06