

ABDULLAHSIRADZ OMAR AKIL

Al Wakrah, Doha, Qatar

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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

	<p>  Front Desk Officer and Receptionist June 2002 to November 2002 Company: Grand Regency Hotel Address: Doha, Qatar </p> <p><u>Duties and Responsibilities:</u></p> <ul style="list-style-type: none"> ➤ 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 <p>  SUPERVISOR CASHIER November 1995 to November 1997 Company: Tropicana Chinese Restaurant Jeddah, Kingdom of Saudi Arabia </p> <p><u>Duties and Responsibilities:</u></p> <ul style="list-style-type: none"> ➤ Present a customer service oriented image at all times ➤ Interact positively and pleasantly with customers and employees ➤ Complete DSR (daily station reports)
EDUCATION	<p> ADAMSON UNIVERSITY Manila, Philippines Under Graduate, Bachelor of Science in Hotel & Restaurant Management </p>
PERSONAL INFORMATION	<p>  Date of Birth: <u>May 6, 1975</u>  Place of Birth: <u>Zamboanga City, Philippines</u>  Nationality: <u>Filipino</u>  Civil Status: <u>Married</u>  Visa Status: <u>Residence Permit (NOC will be provided by company)</u> </p>
SKILLS & STRENGTH	<ul style="list-style-type: none"> ✓ 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	<p>To be provided upon request</p>

State Of Qatar
Residency Permit



دولة قطر
رخصة إقامة

ID.No: 27560818934 الرقم الشخصي:
D.O.B: 06/05/1975 تاريخ الميلاد:
Expiry: 15/11/2024 الصلاحية:
الفلبين الجنسية:

Nationality: PHILIPPINES

Occupation: مدرب رياضي المهنة:

الإسم: عبدالله سيروز عمر عقيل



Name: ABDULLAHSIRADZ OMAR AKIL

Passport Number: P7442099B رقم جواز السفر:
Passport Expiry: 23/09/2031 تاريخ انتهاء الجواز:
Serial No: 31127560818934 الرقم المسلسل:
Residency Type: عمل نوع الرخصة:
Employer: لهجة للتجارة والخدمات المستقدم:

مدير عام الإدارة العامة للجوازات

General Director of the General
Directorate of Passports

توقيع حامل البطاقة

Holder's signature





State of Qatar
Ministry of Interior
Traffic Department

دولة قطر
وزارة الداخلية
إدارة المرور



DRIVING LICENSE

رخصة سواق

27560818934

الرقم الشخصي

الاسم عبدالله سيروز عمر عقيل

NAME ABDULLAHSIRADZ O. AKIL

NAT. PHILIPPINES

الجنسية الفلبين

DATE OF BIRTH

1975-05-06

تاريخ الميلاد

BLOOD GR.

فصيلة الدم

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