

# RIYAZUDDIN

Contact: +974 70654394

E-mail – [riyazpasha502@gmail.com](mailto:riyazpasha502@gmail.com)

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## **CAREER OBJECTIVE:-**

- To be with an organization where there are ample opportunities of learning and utilizing management skills. I wish to pursue a career that creates a harmonious and long-lasting relationship that would thereby enable me to contribute my best towards the organization objectives.

## **PERSONAL BACKGROUND:-**

<b>Father's Name</b>	<b>Mr. Syed Qaseemuddin</b>
<b>Date of Birth</b>	20 <sup>th</sup> May 1973
<b>Place of Birth</b>	Garhmukteshwar
<b>Marital Status</b>	Married
<b>Nationality</b>	Indian
<b>Gender</b>	Male
<b>Permanent add</b>	Qaziwada, Near Nagar Palika Garhmukteshwar, Distt. Hapur UP, India

## **LANGUAGES KNOWN:-**

Languages	Speak	Read	Write
English	✓	✓	✓
Hindi	✓	✓	✓
Urdu	✓	✓	✓
Arabic	Basic Knowledge of Arabic		

### **COMPUTER SKILLS:-**

- **Basic Computer Course** from *Galaxy Computer Education*, Delhi India.
- Seven Days **Net Surfing Course** from *Vegas Internet-Authorized Franchisee 'Sify IWay'*, Meerut. (U.P.) India.

### **EDUCATIONAL QULIFICATIONS:-**

<b>B.A.</b>	1996	C.C.S. University	Meerut, (U.P.) India	IInd Div.
<b>S.S.C. (science)</b>	1993	U.P. Board	Allahabad, (U.P.) India	IInd Div.
<b>H.S.C (Science)</b>	1990	U.P. Board	Allahabad, (U.P.) India	IInd Div.

### **EXTRA CURRICULAR ACTIVITIES:-**

- Good Sports Man
- Holding Valid Qatar Driving License

### **GULF WORK EXPERIENCE:-**

- Worked with *Buzwair Advanced Technologies* as an *Admin Assistant/Camp Supervisor* from January 2019 to October 2020.
- Worked with *Almoayyed International Group – Qatar* as an *Admin Assistant/Camp Supervisor* from August 2016 to January 2019.
- Worked as a *Senior Purchaser* with *Transfield Mannai-Facilities Management Services W.L.L.*, Doha, Qatar from January 2007 to October 2010.
- Worked as a Purchaser with *Private Firm* Doha, Qatar from January 2004 to December 2006.
- Maintenance worked with *Al Ajjaj W.L.L.*, Doha, Qatar from October 2000 to December 2003.

**PASSPORT DETAILS:-**

Passport No.	Place of Issue	Date of Issue	Valid up to
N 3995383	GHAZIABAD	03.11.2015	02.11.2025

**STRENGTHS:-**

- Can work at any schedule.
- Good Communication Skills.
- Open to Learning with positive attitude.

**HOBBIES:-**

- Cricket & Chess
- Traveling.

**REFERENCES:-**

- Available on Request.

Date :

Place :

**(Syed Riyazuddin)**