



MOHAMMAD RAKIB

PROFILE

I am a mature, positive and hardworking individual, who always strives to achieve the highest standard possible, at any given task. I demonstrated the ability to work under intense pressure. It's nice to be talented, but the old saying is true; "Hard work beats talent when talent doesn't work hard."

PHONE:

+974 77558459

ADDRESS :

Street: 662, Building 6, Doha, Qatar.

EMAIL :

chowdhuryraqib300@gmail.com

HOBBI

Singing, Traveling, Sports

SKILLS

Multitasking, Computer Skills, Scheduling, Professionalism

LANGUAGE

English
Hindi
Bengali

EDUCATION

S.S.C (School Secondary Certificate)

Mirza Ahmed Ispahani High School

Passing year 2013

H.S.C (Higher Secondary Certificate)

Al-Haj Mostafa Hakim University College

Passing year -2016

B.B.S. (M.E.S Omar Goni University)

Passing year -2020

WORK EXPERIENCE

HOTEL JOURI (DOHA)= RECEPTIONIST

- Welcomed guests upon entry to the hotel, assisted with check in and check out.
- Prepared and completed room and restaurant bills
- Assisted guests' in storing valuables in secure deposit box
- Liaised with other departments of hotel
- Handled payments through cash, checks and credit cards

RETAIL CLERK (BIG MART) AL WAKRA

- Greet customers as they enter the store,
- Fulfilled all retail clerk duties in a high end sales outlet .
- Handled customer-service including POS, sales, and inventory management.
- Provide excellent customer service by greeting customers and assisting them with their purchases .
- Commended by management for excellent customer communication.