



MOHAMMAD AZMUL

About Me

An honest, handsome, extremely dedicated and committed Individual with great experience as a Salesman, Accountant, Driver & related services most reliable, most punctual who is looking for a job in your reputed company where I can utilize my great experiences, creative abilities and qualitative skills to the maximum and make a significant contribution to the company to climb more heights of success.

Personal Information

- QID no: 29805003198
- Expiry: 06/11/2024
- DOB: 23/07/1998
- Passport No: EJ0823006
- Expiry: 26/10/2026
- Driving license issue: 16/10/2019
- Validity: 15/10/2024
- Nationality: Bangladesh
- Marital status: Single
- Gender: Male

Language

- English (Fluent)
- Arabic (Average)
- Hindi (Excellent)
- Bengali (Mother tongue)

Expertise

- Management Skills
- Creativity
- Customer Service
- Negotiation
- Critical Thinking
- Leadership

- ☎ +974-66436574
- ✉ nishatazmulhoque@gmail. Com
- 📍 Doha, Qatar

Education

- Passed successfully **Secondary School Certificate** from Bangladesh.

Experience

- I worked as a **Sales Executive** for 2 years in **AL Watan Centre**, Qatar.
- Worked as a **Driver** for 1 year in **Wester Hotel Doha**, Qatar.
- Worked as as **Accountant** for 3 years in **YES Limousine**, Qatar

Duties & Responsibilities

- Setting sales goals and developing sales strategies.
- Researching prospects and generating leads.
- Contacting potential and existing customers on the phone, by email, and in person.
- Handling customer questions, inquiries, and complaints.
- Preparing and sending quotes and proposals.
- Building and maintaining a CRM database.
- Meeting daily, weekly, and monthly sales targets.
- Participating in sales team meetings.
- Prepare asset, liability, and capital account entries by compiling and analyzing account information
- Document financial transactions by entering account information
- Summarize current financial status by collecting information; preparing balance sheet, profit and loss statement, and other reports
- Substantiate financial transactions by auditing documents
- Maintain accounting controls by preparing and recommending policies and procedures
- Guide accounting clerical staff by coordinating activities and answering questions

DECLARATION

- I hereby declare that the above-mentioned details are true and correct to the best of my knowledge.