

CURRICULUM VITAE

SAHID HUSAIN

Mobile : +974-31060770 (Qatar)

E-mail : sahidh16@gmail.Com



CAREER PROFILE

I am aiming to find a challenging and advancing career in reputed industry which will provide me excellent career growth and opportunities to bring out my talents and skills and at the same time contribute to the mission vision and values of company. (With 3 Years Experience)

EDUCATIONAL QUALIFICATION:

Educational Level	: Intermediate s/College Degree (Running)
Education field	: Commerce
Course	: I.com.
School/University	: Rajarshi Janak Campus Janakpur, Nepal

COMPUTER EDUCATION : Office Package Studies from Success Computer Education, Janakpur, Nepal.
Skills: MS Windows, MS Office (Word, Excel), Outlook, Multimedia, Internet, etc.

PROFESSIONAL EXPERIENCE

1. STORE KEEPER.

JOHAAN S RESTAURANT

From June 2013 to Nov 2015

❖ RESPONSIBILITIES

- Maintained store facilities to ensure smooth functioning, made arrangements and placed orders for new stock and supplies whenever necessary.
- Responsible for upkeep and hygiene of various appropriate records of materials received.
- Received deliveries of new equipment and ensured that all the supplies were in proper order stored the supplies and items received in their

designated place to avoid time wasted searching for items and general confusion.

- Issued supplies as per the demand of the clients and maintained records of payments.
- Maintained the budget of all the expenditures incurred and presented same to store Managers.
- Reported to store Manager on a regular basis regarding the need/demand of items so that the future orders could be placed accordingly.
- Monitored the functioning of store equipment and reported problems and failures to the supervisor.

2. Administrator & Document Officer

A. OVERSEAS MANPOWER RECRUITMENT DOHA QATAR,

From 22th DEC 2016 to 15th FEB 2018.

- ❖ **Responsible for the full employee life cycle from recruitment, induction to exit, and for providing full administrative support to the HR Managers and Officers. Also involved in the day-to-day running of the HR office.**
- ❖ **Responsible for establishing and maintaining a effective document control systems. Ensuring that all design documentation is accurate, up to date and accurately distributed to relevant parties.**
- Maintaining a tracking facility to enable documents to be updated easily.
- Scanning in all relevant new documents.
- Checking dispatch documents are accurate.
- Responsible for maintaining hard copy information.
- Issuing and distributing controlled copies of information.
- Managing and maintaining a Meridian Document Control System.
- Provide advice on procedures of issue and methods in accessing the system.
- Ensuring all documents are as up to date as possible within electronic filing systems
- Assist in employee hiring and selection procedures.
- Manage payroll procedures.
- Preparing and organizing internal and external meetings.
- Responsible for office materials managements.

Screening and managing incoming telephone calls, e-mails and applications.

3. MERCHANDISER

A. ALI BIN ALI AND PARTNERS (QQP) DOHA QATAR,

From 23th APR 2018 to 28th Feb 2025 (Last Working days)

JOB ROLE & KEY ACCOUNTABILITIES:

- Analyzing past sales figures/trends to anticipate future product needs.
- Devising and developing merchandise plan to maintain customer's needs.
- Allocating certain amounts of stock, to each outlet, throughout the season.
- Monitoring stock movement, consider markdowns, inter-branch transfers, promotions or clear outs etc.

LANGUAGES KNOWN :

English, Hindi, Nepali

PERSONAL DETAILS:

Full Name	:	SAHID HUSAIN
Nationality	:	Nepali
Religion	:	Muslim
Date of Birth	:	23/10/1992
Marital Status	:	Married
Passport No	:	PA0190154
Qatar ID No.	:	29252420991 (with Qatar Driving license)

DECLARATION:

I, Declare that the information and facts stated above are true and correct to the best of my knowledge and belief.

SAHID HUSAIN

State Of Qatar
Residency Permit



دولة قطر
رخصة إقامة

ID.No: 29252420991

D.O.B: 23/10/1992

Expiry: 19/12/2025

Nationality: نيبال
NEPAL

Occupation: مذبوب

الرقم الشخصي:

تاريخ الميلاد:

الصلاحية:

الجنسية:

المهنة:



الإسم: ساهد حسين

Name: SAHID HUSAIN

Passport Number:

PA0190154

Passport Expiry:

14/03/2032

Serial No:

31429252420991

Residency Type:

عمل

Employer:

على بن على وشركاه

مدير عام الإدارة العامة للجوازات

General Director of the General
Directorate of Passports

توقيع حامل البطاقة

Holder's signature

رقم جواز السفر:

تاريخ انتهاء الجواز:

الرقم المسلسل:

نوع الرخصة:

المستقدم :



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State of Qatar
Ministry of Interior
Traffic Department

دولة قطر
وزارة الداخلية
إدارة المرور



DRIVING LICENSE

رخصة سوق

29252420991

الرقم الشخصي

الاسم ساهد حسين



NAME SAHID HUSAIN

NAT. NEPAL

الجنسية نيبال

DATE OF BIRTH

1992-10-23

تاريخ الميلاد

BLOOD GR.

O+

فصيلة الدم

FIRST ISSUE

2023-02-06

ت. اول إصدار










VALIDITY

2028-02-05

ت. الإنتهاء

This license must be produced on demand to any police officer in uniform or on production of warrant card by police officer not in uniform

يجب إبراز هذه الرخصة لمن يطلبها من رجال الشرطة سواء كان بالزي الرسمي أو عند إبراز موينه في حالة كونه بالملابس المدنية

Authorized Vehicles	المركبات المصرح بقيادتها	Notes ملاحظات
EXCAVATOR حفار 	MOTOR CYCLE دراجة نارية 	نظارة طبية Glasses <input type="checkbox"/>
CRANE كرين 	CAR سيارة خفيفة 	عدسات Lenses <input type="checkbox"/>
LOADER شبول 	BUS حافلة 	أوتوماتيك Automatic <input type="checkbox"/>
FORKLIFT رافعة شوكية 	MED. TRUCK شاحنة متوسطة 	احتياجات خاصة Handicaps <input type="checkbox"/>
OTHER أخرى <input type="checkbox"/>	TRAILER قاطرة ومقطورة 	إعاقات سمعية Hearing Disability <input type="checkbox"/>
		التبرع بالأعضاء Organ Donation <input type="checkbox"/>

Licensing Authority سلطة الترخيص

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29252420

28 February 2025

EMPLOYMENT CERTIFICATE

This is to certify that **Mr. SAHID HUSAIN**, a Nepalese national, has worked in our organization under permanent employment from 23 April 2018 to 28 February 2025. His last designation was **Assistant Merchandiser** assigned in QQP - Consumer Direct Sales in Qatar Quality Products CO LLC.

This certification is issued to **Mr. SAHID HUSAIN** without any liability to Qatar Quality Products CO LLC.

Yours sincerely,
For Qatar Quality Products CO LLC



Mohammad Weshah
Human Resources Manager

Date: 05/12/2015

To Whom It May Concern

This is to certify that MR. SAHID HUSAIN was working at JOHAAN'S RESTAURANT as a STOREKEEPER from 01 May, 2013 to 30 November, 2015.

During this period, his services were found to be satisfactory in carrying out the job duties. He is full of efficiency and capability to handle all type of task. All of our staff members are pleased with him and feels comfortable in teaming and coordinating with him for the realization of organization goals and objectives.

He is leaving his job only on his own decision and for attempting opportunities with a better profile.

We wish his all the best in his future endeavor.



Joji Jose
General Manager
JOHAAN'S RESTAURANT





GOVERNMENT OF NEPAL
MINISTRY OF EDUCATION
OFFICE OF THE CONTROLLER OF EXAMINATIONS

SR NO:
20005200041

School Leaving Certificate Examination

MARK - SHEET

THE MARKS SECURED BY..... SAHID HUSSAIN

DATE OF BIRTH..... 2049/07/07 (22-Oct-1992 AD)

ROLL..... DHANUSHA..... SYMBOL NO..... 0200435 A

OF..... GOGAL PRASAD MA VI BASAHIYA

IN THE ANNUAL S.L.C. EXAMINATION OF..... 2066 BS (2010 AD) ARE GIVEN BELOW

SERIAL NUMBER	SUBJECTS	FULL MARKS	PASS MARKS	OBTAINED MARKS		TOTAL	GRACE MARKS	REMARKS
				TH	PR			
01	COMP. ENGLISH	100	32	34	23	57		
02	COMP. NEPALI	100	32	35		35		
03	COMP. MATHEMATICS	100	32	37		37		
04	COMP. SCIENCE	100	32	32	20	55		
05	COMP. SOCIAL STUDIES	100	32	48		48		
06	COMP. HEALTH, POP & ENV EDU	100	32	37	23	60		
07	OPT. I ADDITIONAL MATHEMATICS	100	32	72		72		
08	OPT. II AGRICULTURE	100	32	38	24	62		
FULL MARKS		600		GRAND TOTAL		426		
1ST DIV WITH DISTN		640		RESULT		53.25%		
1ST DIV		480				SECOND		
2ND DIV		360						
3RD DIV		256						

1. # Means subject(s) appeared in the supplementary examination.
2. F and an asterisk (*) - Fail
3. A - Absent
4. W - Result withheld
5. C - Subject Cancelled
6. OL - Open Learning
7. CP - Comp.pr.mark =

INT. EXT. TOT.

CHECKED BY-

SANOTHIMI, BHAKTAPUR, NEPAL

DATE OF ISSUE:

02 JULY, 2010

Chitra Pd. Deokota

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Success Computer Education

Computer Literacy Mission

"Dedicated for Quality Education"

This is to certify that Mr. Sahid Husain

is hereby awarded this

CERTIFICATE

For

Office Package [OP]

[Duration 3 months] (From 16 Aug 2012 to 15 Nov. 2012)

He/She has Obtained 'A' Grade



[Signature]
.....
Instructor

[Signature]
.....
CM

[Signature]
.....
CEO