

CURRICULAM VITE



SAMEER SHARMA

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V.P.O – LAKHPUR
TEHSIL –PHAGWARA
DIST- KAPURTHALA

■ Core competencies include:

- Projects strong customer service skills – Active listener, tactful, diplomatic and articulate.
- Strong interpersonal and communications skills – Effectively interact with people of different ages and cultures.
- Positive attitude/image – Collaborative and flexible • Strong problem solving – Good judgment and prioritization.
- Can work independently and in a team. **■ Qualifications:** • +2 from P.S.E.B in 2011 • 10th from P. S .E.B in 2009
- Computer skills.

- **MS-OFFICE Adv.**
- **Operating System: - Microsoft Windows/7.**
- **Proficient in Internet usage; good Internet search skills.**

Professional Experience

Security Officer: - February, 2014 to December 2016
Al Ali Engineering Co. W.L.L. ■ P.O. Box 9106, Doha, Qatar

Document controller: - April, 2018 to March 2023
Al Ali Engineering Co. W.L.L. ■ P.O. Box 9106, Doha, Qatar

PERSONAL INFORMATION

- Marital Status: Un-Married
- Languages Known: English, Hindi, and Punjabi
- Father: Narinder pal
- Hobbies: Reading and Listening Music
- Passport Details X 5835437
- Date of Expiry 14/02/2033
- Qatar light license-Automatic car

Declaration

I **SAMEER SHARMA** hereby declare that the above written particulars are true to the best of my knowledge and belief.

Sameer Sharma

