



MUBARAK ALI

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OBJECTIVE

To work in a challenging and professional environment where I can apply my abilities and skills in a constructive manner and during the process make a positive contribution.

CAREER PROFILE

Strong management skills with extensive knowledge in statistical processes. Detail-oriented, efficient and organized professional responsible for setting up and directing computing departments, system reviews and troubleshooting and analysis for public and private corporations and small businesses.

- Strong analytical and problem solving skills.
- Highly trustworthy, discreet and ethical.
- Resourceful in the completion of projects, effective at multitasking.

EXPERIENCE

Institution	City	Job Type	Department	Years
Hanco Rent a Car	Jubail	Fulltime	limousine VIP driver	Two Years
Hanco Rent a Car	Jubail	Fulltime	limousine dispatcher	Two Years
Hanco Rent a Car	Khobar	Fulltime	Operation Executive	Present

Worked in Hanco Rent A CAR (2013 to 2015)

- Work as a VIP limousine driver

Worked in Hanco Rent A CAR (2015 to 2017)

- Limousine dispatcher

Worked in HANCO Rent A CAR (2017 to Current Job)

Working as Operation Executive in Grand Hyatt Hotel AlKhobar

COMPUTER SKILLS

- Ms Word, Excel, PowerPoint, Outlook, Etc. “Good Grip in MS Office”.
- Operating Windows XP, Windows 7, Windows 10

EDUCATIONAL QULIFICATION

Matriculation Board of Intermediate from Peshawar Pakistan

Intermediate Board of Peshawar Board Kohat Pakistan

ADDITIONAL SRENGTHS

- Flexibility with hours
- Attention to detail and accuracy
- Excellent attendance
- Goal oriented team player
- Honest and trustworthy
- Positive and helpful attitude
- Willing to help, patient with people, quick study
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INTERESTS

- Playing Games, Listening Music and Reading books

PERSOSNAL INFORMATION

Father's Name : Waris Ansari
Date of Birth : 01-08-1982
Nationality : Indian
Marital Status : Married
Religion : Islam
Iqama Number : 2342717309
Iqama : Transferable
Driving License : Valid
Languages : English, Urdu, Arabic, “All language fluent”

REFERENCE

References are available on request.