

RESUME

MOHAMMAD ANAS

Contact no. – 7505998304

ADD – Mohalla Farshori Tola

Budaun (U.P)



OBJECTIVE

- To utilize the skills in a organization where personal and organizational goals can be achieved at its best.

ACADEMIC QUALIFICATION

- **B.Com** from **M.J.P.R.U.** Bareilly university in 2017.
- **XII** from U.P BOARD in 2016.
- **X** from U.P BOARD in 2014.

EXPERIENCE

- 3 years experience as a Receptionist in Ramada Hotel (SAUDI ARABIA)

COMPUTER SKILLS

- Basic Diploma in 2015.
- Tally Diploma in 2016.

SKILLS

- Communication Skill and Rapport Building
- Hard Working Dedicate
- Positive Attitude

PERSONAL PROFILE

Name : Mohammad Anas
Date of Birth : 03-12-1996
Father's Name : Mohammad Arif
Sex : Male
Marital Status : Unmarried
Language Known : Hindi, English and Arabic
Nationality : Indian
Hobbies : Reading Books And Gardaning.

DECLARATION

I hereby, declare that the information furnished above is true to the best of my knowledge.

Date:

Place: