



# Mujahid Abdulbaqi

## Self Intro

Great at dealing with people of different nationalities and cultural backgrounds, energetic, ambitious person who has developed a mature and responsible approach to any task that I undertake, or situation that I am presented with. As a bachelor degree graduate with five years of experience, I am excellent in working with others to achieve a certain objective on time and with excellence.

Current Position  
Customer Service Representative

Date of birth  
July 1st 1992

Email  
mejo\_92@hotmail.com

Nationality  
Sudanese

Address  
Sharjah - UAE

Contact Number  
0505420272

## Software Skills

Microsoft office softwars  
Adobe Photoshop  
Adobe Illustrator  
Autodesk AutoCAD  
FL Studio

## Linguistic Proficiency

Arabic  
English  
Basic Chinese

## Driving License

Issued from Oman

## Skills

An eye for detail  
Team work  
Excellent communcator  
Negotiation  
Tactful & articulate  
Leadership  
Problem solving  
Critical thinking  
Excellent  
Service management  
organizational skills

## Experience

(Feb 2020–Present)

### Sr. Customer Service Representative Telepreformance (UAE)

Project: Ministry of Human Resources and Emiratization

Broad knowledge of labour law articles.  
Broad knowledge of labour law rules and regulations.  
Familiar with all work permits issued by MOHRE.  
Familiar with all work permits procedures and requirments.  
Solid knowledge of establishment's obligations.  
Great customer services skills.

(March 2016–Jan 2017)

### Administrative assistant, customer service Izone Immigration consultancy services (Oman)

Handling office tasks, such as filing, generating reports, setting up for meetings, and reordering supplies.  
Excellent working knowledge of office equipment, like printers and fax machines.  
Proficiency in MS Office.  
Greet and assist visitors.  
Excellent written and verbal communication skills  
Maintain polite and professional communication

## Education

Bachelors of Electrical Engineering  
Changsha University of science and technology  
(China) 2016