



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.

Experience

(Feb 2020–Present)

Sr. Customer Service Representative Teleperformance (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 requirements.
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

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 softwares
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 communicator
Negotiation
Tactful & articulate
Leadership
Problem solving
Critical thinking
Excellent
Service management
organizational skills