

## Musa Sowe



## Personal details

-  Musa Sowe
-  emezstylyz25@gmail.com
-  +971558715773
-  Dubai  
00971 Frij Murar, Deira, Dubai
-  May 25, 1997
-  Male
-  Gambian

## Skills

- SAP
- Multitasking
- decision making
- Leadership
- Problem solving
- Team Work
- Collaboration

## Languages

- Arabic
- English
- French

## Education

**Bachelor of Science Degree in Islamic Economics, Banking, and Finance** Mar 2019 - Feb 2023  
International Open University

**Senior High School Certificate** Sep 2014 - Jun 2017  
Sami Karnataba Senior Secondary School

## Employment

**Administrative Assistant** Apr 2022 - Apr 2024  
Moneydila Commercial Brokers LLC, Dubai  
Managed scheduling, correspondence, and file organization

Maintained an organized and welcoming office environment

Prepared and processed documents and reports

Provided front-desk support and handled inquiries

**Customer Service Officer** Oct 2021 - Mar 2022  
TVG Global Events Expert  
Joined Expo 2020 Dubai for the whole period

Multitasking as cashier, customer service assistant, sales executive, and many other tasks

Engaged and connected with people of all races, cultures, and backgrounds

Was awarded the best CSO of the Expo 2020 event by my then company mentioned above

**Customer Service** Apr 2021 - Sep 2021  
dnata  
dnata April, 2021 - September, 2021 Customer Service

Provided directions and assistance to customers

Helped in checking and boarding passes for customers

**Teacher** Mar 2018 - Feb 2021  
Jabbi Kunda Islamic Studies Center  
Assessed students and provided excellent teaching

Engaged and made sure that each student contribute and participate in classroom discussions

## Certificates

**Expo 2020 Dubai Event Attendance Certificate** Mar 2022  
A Certificate was granted for having successfully attended Expo 2020 Dubai Event.