



MOHAMMED MUSTAFA KHAN

DETAILS

Salmiya
Kuwait
55651234,+918790171841
mohammedmustafakhan7@gmail.com

Date / place of birth
12/08/1994/Hyderabad
Nationality
Indian

SKILLS

Effective time management
Ability to multitask
Fast learner
Customer service
Ability to work under pressure
Ability to work in a team
Microsoft office
Statistics
Tally ERP
Capital budgeting
Teaching
Economics/Budgeting

LANGUAGES

HINDI

ENGLISH

ARABIC

EDUCATION

MBA (Masters), Osmania University, Hyderabad
July 2015 – June 2017

B.com (computer)(Bachelor's Degree), Osmania University, Hyderabad
June 2012 – march 2015

MEC (+12), Narayana Junior College, Hyderabad
June 2010 – march 2012

SSC (10TH), magnific high school, Hyderabad
March 2010

WORK EXPERIENCE

- Senior lecturer cum head of department at Galaxy junior and degree college, Hyderabad
March 2017 – May 2019
- Tutor cum administration at Iqra education society (Barkas), Hyderabad
March 2015 – May 2019
- Head Teller at Al-Muzaini Exchange
June 2019 – September 2022
Teller and Head teller
Al Muzaini Exchange Co (Kuwait) 2019-2022
Organizing managing cash and dealing with foreign currency and utilizes my customer service experience with expertise of cash handling and bilingual skills.
- Branch In charge at Al-Muzaini Exchange, Salmiya
September 2022 – Present
As a branch incharge in Al Muzaini exchange Co (Kuwait)-
I am organizing and executing training program for branch personnel.
Evaluating employee performance and providing feedback and coaching as needed.

