

CURRICULUM VITAE

SHAGUFTA NADEEM

Salmiya, Kuwait

Contact Mobile # 50082699

Email: shagi1979q8@gmail.com

Objective: -

A best & position encouraging the utilization of past experience in a pleasant environment and to be associated with a team of professionals to have a better career and to learn more professionalism. I also obtain a position as a sales associate in an organization with the opportunity to offer exceptional results across sales fields, elevating company standards sales goals and clients expectations.

Summary: -

Highly motivated and organized go-getter looking for sales position with plenty of travel in order to increase company reach and territories. Looking to help a growing company expand across the region, country, and even the globe outside sales representative with a history of successful B2B closings and contacts seeks new opportunities in Midwest to help a growing company to increase its profit margin..

Educational Qualification: -

- o University of Mumbai
- o Bachelor of Arts, Graduated – March 1990

- o High School Certification – 1996
- o Maharashtra State Board of Secondary and Higher
- o Secondary Education.

EMPLOYMENT HISTORY:-

- Worked in BIG Apple Trading , Co as Administration Coordinator.
- Employment in Hawally Pakistan English School as Coordinator.
- Employment in Pakistan Sunshine school at Hawally.
- Employment as class teacher in Marafi Bilingual Nursery.
- Employment as class teacher Tamayouz Trilingual Nursery, Rawdha Area, Kuwait.
- Employment as class teacher in Little Me Nursery, Jabriya Area, Kuwait.
- Employment as class teacher in Future Generation Nursery , Sura Area, Kuwait.
- Worked as Sales associate in Center Point.
- Worked for Cosmetics in Max.
- Had been doing events and promotions for Branded Hand Bags.
- Worked as a Makeup- Maker Artist in Salons.
- Had been working as Henna Designer.
- Presently working in Hawally Sunshine School.

PERSONAL INFORMATION: -

Date of Birth : 24/06/1979
Gender : Female
Languages Known : Fluent in Arabic - Fluent in English -
Excellent in Hindi - Excellent in Urdu

Civil ID No. : 279062401361

Visa Status : Article # 18
Passport No. : J5344363
Valid until : 06/03/2021

Hobbies : Painting, Sewing, Reading books,
Computers & Sports

Certificate of Merit: : Center for Computer and Management
Studies (CAMS)– IPC
Personal Skill Development

Computer Skills : MS Word 2000 Basic – CAMS
: MS Excel 2000 Basic – CAMS
: MS PowerPoint 2000 – CAMS
: Introduction to Computers & Windows XP

Present Address : Salmiya, Block 12, Fifth Street, Bldg. 4,
Flat 4, 1st floor

Awards / Achievements :
Best Teacher Award
Hawally Pakistan English School
: Marafi Bilingual Nursery
Best Teacher Award
: Organizing Graduation day programme
for last 6 years.

Declaration:

I hereby declared that all of above furnished information is true to the best of knowledge and belief.

Thanking you,

Place: Kuwait

Shagufta Nadeem