

## CURRICULUM VITAE

### **Mohd Bilal**

S/o mr. Shakeel Ahmad

D.O.B.: 21-Dec-1997

Nationality: India

Location: Rampur u.p, India

Mobile: +919997201572

Email: mohdbilal1572@gmail.com

Passport no. R7386416



### OBJECTIVE

I am excited to apply for the **sales coordinator** position at Qatar With my strong background in **sales coordinator** and customer service, I believe I have the skills and experience necessary to excel in this role. I look forward to using my knowledge and expertise to contribute to the success of the company and meet new challenges. I believe that my dedication to teamwork and my ability to adapt to new environments make me a valuable asset to the team.

### PROFESSIONAL EXPERIENCE

- **Sales coordinator Electromec Engineering Enterprises Rampur Uttar Pradesh India. (Deal in engineering consumable product ) ( still doing since 2018 )**

### Responsibilities and Role details :

- Developing and deliver technical presentations that explain construction products or services to potential clients.
- I Attended product training classes and seminars.
- Discussing construction equipment needs and system requirements with customers and engineers product like : Drill Bits · Discs · Ear Defending · Gloves · Hand Cleaning · Industrial Paints · Line Marking



Paints · Eye Protection.

- My work description also involves providing information about prices and available deals or discounts to customers to enable them save money on their purchases.
- Confirming with sales teams to understand client requirements.
- Critical thinker and problem-solving skills.
- Setting and achieving sales goals and quotas.
- I will be Ensured that products are well arranged in orderly manner,
- I strictly follow to company policies.
- Providing excellent customer service to guests, Excellent presentation skills, Team spirit and Flexible to work in shifts.

## LANGUAGES

- **English** - Excellent reading, writing and speaking
- **Hindi** - Excellent reading, writing and speaking

## SPECIALIZED SKILLS

- Excellent interpersonal and communication skills
- customer service skills.
- the ability to work well with others.
- the ability to accept criticism and work well under pressure.
- excellent verbal communication skills.
- a desire to help people.
- active listening skills.
- a good memory.

## PROFESSIONAL EDUCATION

- **Teerthanker mahaveer University, Moradabad, u.p, India**  
**Diploma in civil engineering. ( 2016 )**
- **High school - national institute open schooling noida**  
**India.( 2013 )**



## **Electronic Data processing knowledge**

- MS word: excellent skills in editing, typing, and maintaining documents.
- Excel spreadsheet: professionally trained in using ms Excel skills.
- Excellent skills to create and maintain Excel sheets on daily basis.
- Diploma in basic computer programming.

## **OTHER INTERESTS**

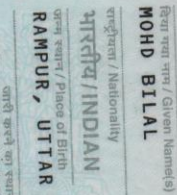
Travely, watching and playing cricket, and learn new things.

THANKS

MOHD Bilal



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IND

पासपोर्ट नं./ Passport No.  
R 7386416

विद्यार्थी नाम / Given Name(s)  
**MOHD BILAL**

राष्ट्रियता / Nationality

Pair / Sex  
M

Office / Date of Birth  
21/12/1997

भारतीय / INDIAN

उत्तराखण्ड / Place of Birth  
RAMPUR, UTTAR PRADESH

0974 4867 01 / Place of Issue  
**BAREILLY**

BAREILLY

09/02/2018

08/02/2028

W. B. J. J.

[illegible]

34

रिक्तपंक्ति / OBSERVATION

विविध सेवा / MISCELLANEOUS SERVICE

Parent / Legal Guardian's Name / Name of Father / Legal Guardian  
**SHAKEEL AHMAD**

R7386416

SAHABZADI BEGUM

पति या पत्नी का नाम / Name of Spouse

पता / Address

H NO 98 GHAI R SAI FUDDIN KHAN DOMEHLA ROAD

TEHSIL-SADAR, RAMPUR

PIN:244901,UTTAR PRADESH,INDIA

पुराने पासपोर्ट का नं. और इसके जारी होने की तिथि एवं स्थान / Old Passport No. with Date and Place of Issue

फाइल नं. / File No.

BL1061680537217



# Teerthanker Mahaveer University

[Established by the Uttar Pradesh State Legislature Act No. 30 of 2008]



On the recommendation of the Academic Council,  
the University hereby confers

## Diploma in Civil Engineering

upon

*Mohd Bilal*

Son of *Shakeel Ahmad* and *Sahab Fadi Begum* who has successfully completed  
the requirements prescribed by the University for the award of this diploma in

*Second Division in the Year 2016*

*Healooqain*

Controller of Examinations

*Amulya*

Vice Chancellor



*Sumecation*  
Chancellor



क्रमांक A 090397  
S.No. 13



REG11/ 096354  
AI-NO: 210019

# राष्ट्रीय मुक्त विद्यालयी शिक्षा संस्थान National Institute of Open Schooling

पूर्वतः राष्ट्रीय मुक्त विद्यालय (रा.मु.वि.)  
Formerly National Open School (NOS)  
भारत सरकार • Govt. of India



## अंक विवरणिका / MARKS STATEMENT

### माध्यमिक विद्यालय परीक्षा SECONDARY SCHOOL EXAMINATION

APRIL-2013

नाम Name MOHD BILAL

माता का नाम Mother's Name SAHAB ZADI BEGUM

पिता / अभिभावक का नाम

Father's / Guardian's Name SHAKEEL AHMAD

जन्म तिथि Date of Birth 21st DECEMBER, 1997.

जहाँ से नामांकित हुए Enrolled from

UTTAR PRADESH

अनुक्रमांक

Roll No. 210019122060

कोड CODE	विषय SUBJECT	प्राप्तांक MARKS OBTAINED				ग्रेड Grade	टीएमए ग्रेड Grade in TMA
		सैद्धांतिक Theory	प्रायोगिक Practical	कुल Total	कुल योग (शब्दों में) Total (in words)		
201	HINDI	49	XX	49 P	FORTY NINE	F	-
229	DATAENTRY OPER.	24	56	80 P	EIGHTY	C	-
211	MATHEMATICS	60	14	74 P	SEVENTY FOUR	C	-
213	SOCIAL SCIENCE	62	XX	62 P	SIXTY TWO	D	-
212	SCIENCE & TECH.	46	13	59 P	FIFTY NINE	E	-
TOTAL = 324				THREE HUNDRED TWENTY FOUR			

परिणाम Result PASS

NOIDA  
(NCR)

दिनांक :

Dated : 07/06/2013

210019122060  
MOHD BILAL  
SHAKEEL AHMAD, GHAI SAIFUDDIN  
KHAN DOMEHLA ROAD RAMPUR

RAMPUR

PIN : 244901

निदेशक (मूल्यांकन)

Director (Evaluation)



Ministry of Health & Family Welfare  
Government of India

## Certificate for COVID-19 Vaccination

Issued in India by Ministry of Health & Family Welfare, Govt. of India

Certificate ID 91528740681

### Beneficiary Details

Beneficiary Name / लाभार्थी का नाम	Mohd Bilal
Age / उम्र	25
Gender / लिंग	Male
ID Verified / पहचान पत्र सत्यापित	Passport # R7386416
Unique Health ID (UHID)	
Beneficiary Reference ID	66821042532770
Vaccination Status / टीकाकरण की स्थिति	Fully Vaccinated (2 Doses)

### Vaccination Details

Vaccine Name / वैक्सीन का नाम	COVISHIELD
Vaccine Type / टीका का प्रकार	COVID-19 vaccine, non-replicating viral vector
Manufacturer / उत्पादक	Serum Institute of India Pvt. Ltd.
Dose Number / खुराक की संख्या	1/2 2/2
Date of Dose / खुराक की तारीख	30 Aug 2021 20 Jan 2022
Batch Number / बैच संख्या	4121Z187 4121AA087M
Vaccinated By / टीका लगाने वाले का नाम	Meena Rani
Vaccination At / टीकाकरण का स्थान	URBAN PREM PATWARI GALI, Rampur, Uttar Pradesh

“दवाई भी और कड़ाई भी।

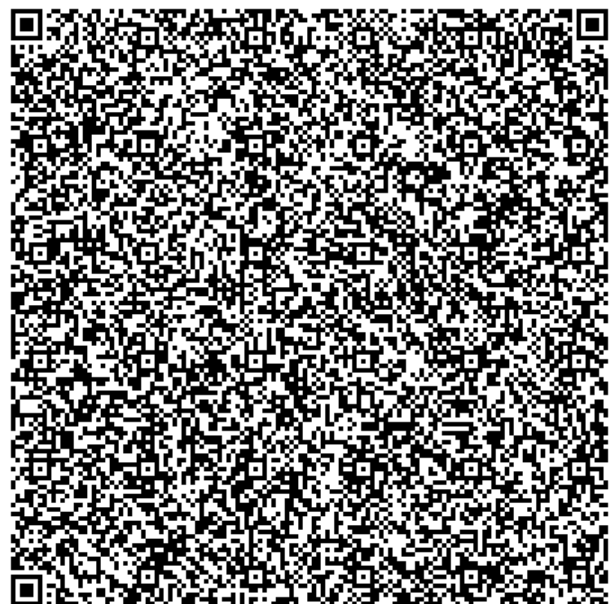
Together, India will defeat  
COVID-19”

- प्रधानमंत्री

In case of any adverse events, kindly contact the nearest Public Health Center/  
Healthcare Worker/District Immunization Officer/State Helpline No. 1075

टीकाकरण पश्चात किसी प्रतिकूल घटना के होने पर नजदीकी स्वास्थ्य केंद्र/स्वास्थ्य कर्मी/जिला टीकाकरण  
अधिकारी/राज्य हेल्प लाइन 1075 पर सम्पर्क करें

**COWIN**  
Winning Over COVID



This certificate can be verified by scanning the QR code at  
<http://verify.cowin.gov.in>