Dear,

         I have 2 years of experience as a **Front Desk Agent** in **Emirates Park Zoo and Resort, Abu Dhabi**, where I had responsibility to Greet, Register and Check-in Checkout the Guest on time and collect all types of payments. Answer inside and outside calls from Guests with good oral and written communication skills. Perform bookkeeping duties, I also have a strong hold on the computer system Microsoft Office, WISHNET Front office Software and Tally Accounting.

Education is Bachelor of Commerce. I am also ready to work as an **Accountant, Administration or Sales.** I also have **Bahraini Driving License.**

Please see my attached resume and forward to the concerned department. I look forward to hearing from you.

Sincerely,

**Jasim Hussain  
Contact # 33159402  
Email: Jasimhussain91@gmail.com**

**CPR# 911304029**

**CURRENT LOCATION: BAHRAIN, EAST RIFFA**