

ABDUL MUNIR

Address | Dubai , UAE

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Driver License | UAE Driving License

Visa Status|(Can Join Immediately)

Objective:

Seeking a Wardrobe Assistant position with an outstanding career opportunity that will offer a rewarding work environment along with a winning team that will fully utilize management skills, etc

I do aspire to work in a competitive and environment-friendly organization where my personal capabilities agree to work more sincerely and effectively.

Work Experiences:

EPICFILMS

DEC 2022

Costume Assistant

Grand Turismo Movie

October 2021 – March 2022

DAVIT ATKINS ENTERPRISES / EVENT LAB

EXPO 2020 DUBAI, UAE

Position | Wardrobe Assistant

EVENTLAB

I am responsible for the care and maintenance of finished costumes as used in the production.

Provides hands on assistance with costumes to actors in their dressing rooms and/or backstage. During non-show weeks, wardrobe crew may be required to act as stitchers in the costume shop or in another costume-related field as determined by the Costume Shop Manager.

- Coordinate with production team and assisting the performers.
- Coordinate with wardrobe staff and assist to design and complete costumes.
- Maintain costume department and manage all equipments and clothes
- Ensure quality checks on all costumes prior to show and perform necessary alterations
- Administer small changes and corrections in clothes as per production requirement.
- Maintain costumes and accessories and perform regular ironing and dry cleaning of all costumes
- Maintain clean and safe workspace.
- Perform pre-show setup and post-show cleanup.



Personal Information:

13th October 1988

Single

Areas of Expertise:

- Wardrobe pieces oversight
- Personal wardrobe designs
- Negotiation with Clients
- Product Management
- Customer Service Expert
- Coordination Expert

Skills:

- Fluent speaker of English, Urdu, Farsi, Pashto and intermediate Arabic.
- Exceptional experience in sales, teamwork and communication
- Team player with high level of dedication
- Great ability to deal with the problems and queries of client.
- Goal Oriented
- Able to Multi-task
- Positive and Enthusiastic
- Willing to learn new thing that could enhance one's ability to do well.
- Ability to work well under pressure.
- Honest and Trustworthy

Educational Background

- **Commerce College**
Intermediate in Commerce
2007-2009
- **Rose Velt Grammar School**
Primary and Secondary
1994-2007
- Diploma in Computer Information Technology
(Microsoft Office Suite) 2009
- Microsoft Certified Systems Engineer
(Full Computer Coverage) 2008
- Galileo Certified Installer 2008



Dubai Parks & Resorts

**October 2019 – July 2021 Position |
WARDROBE ASSISTANT**

- Adjusted clothing once model was dressed, making sure all garments fit properly and looked perfect.
- Fitted models with outfits as per designer specifications.
- Collaborated with hair and makeup departments to align looks with specific image plans during events.
- Determined proper shoes, jewelry, head wear and other accessories to complement designer outfits.
- Maintained costumes by performing regular dry cleaning and ironing of garments.
- Liaised with hosts, production teams and wardrobe stylists to verify appropriately chosen garments for events, show segments and movies.
- Prepared for photo shoots by collecting props and steaming and iron items



M.H. ALSHAYA

JULY 2011-MAY 2017

Position | Senior Sales Associate

Career Accomplishment:

I have shown exceptional talent in delivering customer service at the largest Debenhams branch in the U.A.E and was selected to be trained as an assistant manager as a part of their Grow With Us training program. Having also recognized as the annually Voice of the Customer Champion two consecutive years in a row and also the Extra Miles Champion for my outstanding ability to meet sales target.

- Responsible for sales, customer service and merchandising for Debenhams with over 8 stores throughout the U.A.E, and worked outstandingly as part of a high-energy team.
- Cross trained in all areas of store management including visual merchandising, transfers, inventory, and cash register to improve operations and customer service.
- Effectively used software to identify and restock high selling items generating higher sales and create superior customer experience.
- Checked weekly density reports to analyze sales by brand, and increased business productivity through the use of innovative methods.

I hereby certify that the information above is true of my knowledge and belief.

Abdul Munir