**MOHAMMED AFNAN V**

**Dubai, U.A.E**

MOB (U.A.E): 055 1910856

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Email: afnan.rules@gmail.com

**CAREER OBJECTIVE:**

‘To make optimum use of my knowledge, experience and skills in a reputed organization that offers me a satisfying career and professional growth. Where I can exploit all my creative abilities interacting and making the organization achieve its long-term goal.’

**EDUCATIONAL QUALIFICATION**:

* MBA Hr & Marketing from Amity Global Business School, Chennai 2012-2014 Secured 7.36 CGPA
* **MBA Global Studies** Exchange Program from **Amity University London** One Semester, **London – UK** from May-June 2013 Secured 7.92 CGPA
* B.Sc Computer Science from The New College – Chennai 2009- 2012 Secured 63%

**WORK EXPERIENCE:**

* Worked as an “**HR Recruiter**” at **Kiran Global Chems Ltd**, **Chennai**, **India** from 13th December 2013 to 24th December 2014.

**ROLE:**

* Getting vacancy details from the Organization
* Sourcing CV’s from Job Portals
* Interviewing and testing job seekers
* Matching candidates to jobs to build a pool of potential applicants
* Screening and shortlisting candidates for the interview
* Meeting targets for vacancies filled and people placed

**INTERNSHIP:**

* Worked as an Intern in **HR and Admin** Department at **Scientechnic** Part of **EASA SALEH AL GURG** group, **Dubai – U.A.E** from 30th June 2013 to 25th July 2013.

**ROLE:**

* Attending Interviews, and assisting recruitment panel for hiring fresher’s on campus interview
* Conducting Telephonic Interview
* VISA Renewal Application Data Entry
* Assisting in data entry of leaves, annual leave of employees, deduction and adding leave salary in the pay roll etc.

**EXTRA & CO CURRICULAR ACTIVITIES:**

* Core member of ‘Students forum of Amity’ that conducts CSR initiatives
* Committee Member of Amity- Elation-2013, an Inter-college Management Fest

**ACHIVEMENT:**

* Won an award for Consistent Performer in Urdu Literature

**LANGUAGES KNOWN:**

* Speak, Read and Write: English and Urdu
* Speak: Hindi and Tamil

**STRENGTH:**

* Hardworking
* Quick Learner
* Comprehensive problem solving abilities
* Good verbal and written communication
* Adaptable

**SKILL SETS:**

* Critical Thinking
* Active Listening
* Sales and Marketing
* Advertising
* HR

**HOBBIES / LEISURE:**

* Listening music
* Playing cricket
* Surfing Internet
* Photography

**PERSONAL DETAILS**

Father name : Faiyaz Ahmed.V

Date of birth : 28th, June 1991

Marital status : Single

Nationality : Indian

Religion : Islam

Language known : English, Hindi, Urdu, Tamil

Passport No : K0356065

Passport Status : Valid up to Feb 2022. Visa Status : Visit Visa Valid upto 4th May 2015

**DECLARATION:**

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

Date :

Place : (Mohammed Afnan. V)