**Sreeram**

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| **Career Objective** | *An organized and creative professional with proven skills of management, technical and marketing, a desire to learn more, with 4+ years of experience. Currently looking forward to associate with a progressive organization where my knowledge and experience are valued for mutual growth and success.* |
| **Career Summary** | **Tutorwaves solutions Pvt, Ltd****US based online education company**  |  | **May 2014 - December 2015** |
|  | **Assistant Education Manager** |
|   | * Design and implement programs that enhance the quality of the service
* Put in place systems and processes , including appropriate documentation, that will result in flawless process delivery, leading to customer delight
* Suggest and implement novel and creative ideas that could enhance the overall service delivery by the company and periodically evaluating progress and quality of the service
* Spearhead the continuous process  improvement across the organization
* Understand and prepare plans to meet the expectations of the customers from US, AUSTRALIA,CANADA,UK,SWEDEN and NETHERLANDS
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|   | **Purackal Motors** |  | **May 2013 – May 2014** |
|   | **Assistant Manager (Sales)** * Team lead of a sales team of 10
* Sales forecasting and planning the target for the month
* Motivating and encouraging the team to achieve the target
* Communication with the company
* Coordinating the work with the other sections
* Responsible for the office administration

**Global institute of Management and technology June 2011-**  **May 2013** **Lecturer in charge*** Handling a team of 10 lecturers
* Coordinating the classes
* Handling the subjects Mathematics, Basic electrical ,Digital signal processing , Power transmission and distribution, HVAC,CAD basics
* Preparing the contents and materials required
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| **Education** | Bachelor’s degree in **Electrical and Electronics Engineering**  | MG University | May 2011 |
|   | Higher secondary  | Kerala Higher secondary board | March 2007 |
|   | SSLC Kerala state board March 2005  |
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| **Skills** | * Auto CAD certified professional
* MEP (Electrical)
* Experienced in handling customers from ***US,UK, Canada, Australia , Netherlands and Sweden***
* Excellent written and verbal communicative skills
* Optimistic attitude and problem solving skills
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| **Certifications and Achievements** | * Won best manager prize on 2013 August for the highest performance of the team.
* Certified associate and Professional of AUTOCAD.
* Certified MEP (electrical) professional.
* Informatica (ETL tool or Business intelligence tool).
* Undergone In-plant training in KSEB 220KV substation about the general transmission schemes and familiarization of equipment.
* Excellent knowledge and working experience on MS Office and SQL, C programing
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| **Language Skills** | * English
* Hindi
* Malayalam
* Tamil
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| **Personal details** | Date of Birth - 31-08-1989 |

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