**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 | | | |
|  | **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 | | | |
| **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 | | | | | |
| **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 | | | |
| **Language Skills** | * English * Hindi * Malayalam * Tamil | | | |
| **Personal details** | | Date of Birth - 31-08-1989 | | | | |

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