**MOHAMED**

**MOHAMED.326810@2freemail.com**



**OBJECTIVE**

 Seeking a quality environment where my knowledge can be shared and enriched resulting in a Professional growth of the Organization and Myself. Ready to work for long hours with the mantra of patience and hard working attitude.

**EDUCATIONAL BACKGROUND**

* **DIPLOMA IN MASS COMMUNICATION** from Indian School Business Management And Studies (2009)
* **DIPLOMA IN MECHANICAL ENGINEERING** from Karaikal Polytechnic College (2010)
* **BACHELOR IN MANAGEMENT STUDIES** from Indian School Business Management And Studies (2012)
* **Arena Animation International Program** from Arena Animation (2013)

**TECHNICAL SKILLSET**

Computer skills : MSOFFICE, Photoshop, Flash, 3Ds Max, MAYA..

Operating system : Windows 7,Vista,Xp,2000,98.

Programming Languages : C and C++ basic

**CERTIFICATIONS**

* **Arena Animation International Program** – Arena Animation, T.Nagar, Chennai

**JOB EXPERIENCE AND RESPONSIBILITY**

**MANAGER - Full Time**

**AVENUE RESTAURANT OCTOBER 2013– PRESENT**

* Producing an accurate set of month-end accounts, with comparisons to forecasts and previous periods
* Preparing profit and loss accounts and the balance sheet for senior management
* Assisting Controlling the payroll
* in preparing budgets and business planning, including projected room revenue
* Reconciling bank statements
* Chasing late payments, reporting bad debts and keeping a careful eye on the cash flow

**BEANS TRADING COMPANY**

**TRADING MARKETING EXECUTIVE-** full time **APRIL 2014 –JUNE 2015**

* Collaborates with the Group Trade Marketing and Communication Manager for the ideation, planning & budgeting, production and implementation of all in store activities, including point of sales materials and promotions
* Collaborates with product managers and marketing team to build sales promotions and product communication
* Collaborates with sales teams to turn the “selling stories” into sales tools to effectively present the brands, the products and the marketing initiatives to their customers
* Collaborates with marketing intelligence resource to read and report results of activities and to provide recommendations and forecasts
* Supports local teams in the execution of the activities and in achieving their sales and budget objectives, while ensuring the desired product benefits and brand values/equity are properly communicated
* Supports local teams in the execution of their training programs
* Ensures efficient spending of central budget and supervises the trade marketing spending in the subsidiaries

**PERSONAL QUALITIES**

* Able to work independently and manage priorities and tasks
* Able to handle multiple assignments under high pressure
* Excellent communication and organizational skills
* Good Leadership skills
* Able to lead a team to achieve target and objective, flexible to work in all environment
* Desire to learn new technology to improve my skill set