**Mohamed**

**Mohamed.331869@2freemail.com**



**PERSONAL PROFILE**

I am an energetic, self-motivated and flexible individual ready to meet demanding challenges, always on a look out for a positive & bigger outlook. I enjoy working in any team environment and I am comfortable in communicating with people at all levels. I am a learner for life and I’m sure that I will adapt to any type of working environment, multi-cultural and be a valuable member of the working team.

**OBJECTIVE**

Seeking for an employment in an establishment where my knowledge and skills could be utilized towards the continuous growth of the company as well as career development.

**PROFESSIONAL QULIFICATIONS**

* Currently doing BTECH Higher National Diploma in computing system and development at ESOFT
* Completed Diploma in Hardware and Networking at ESOFT.
* Completed Diploma in Islamic Banking Finance at Mukarramah International School.
* Worked at Legacy Pvt Ltd as a collection executive (Data Entry).
* Worked at Job Envoy as Out Sourcing Executive.
* Worked at Osaka Car Sale as Web Site maintenance and IT executive as well as Assistant Manager (System Administrator).
* Currently working at Spark Electric Vehicles as a System Administrator (E Marketing and Artwork Publishing, Sales Representative, Stock Controller, Website Maintenance, KPM system maintenance) IT coordinator as well as.
* Retail trade Experience at Fashion Bug for one year.
* Have Three Years of working Experience.

**SKILLS AND COMPETENCE**

* Fluent in written and spoken skills in both English and Sinhala, Tamil
* Excellent computer skills on Microsoft Office Packages and Internet & Email
* Excellent interpersonal skills & communication skills in self-organizing and coordinating ability
* Willingness to learn and work independently
* Helping and volunteering in social activities.
* Website Maintenance.
* Stock Controlling.
* Social Media Updating.
* E Marketing and Artwork Publishing.
* Internet and Emailing.

**EXTRA CURRIVULAR ACTIVITIES**

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|  |  |  |
| --- | --- | --- |
|  | **Club / Society** | **Position held** |
|  | **Interact Club** | **Member.** |
|  |  |  |
|  | **Information And Technology** | **President** |
|  |  |  |
|  | **Lion Club** | **Member.** |
|  |  |  |
|  | **Islamic Society** | **Member.** |
|  | **Google Student** | **Member.** |
|  | **Commerce Society** | **Member.** |
|  | **English Literary Association.** | **Member.** |

* Senior Prefect of Mukarramah International School (2011).
* A volunteer of **V-Force (under United Nations Volunteers)** – Volunteered for the V-awards 2013 as a team lead in the ushering team, participated for the National Volunteer sectaries lunch and participated for National Unity Convention.
* A volunteer in the **IMCD Team (International Movement for Community Development).**
* Volunteering in **World Conference on Youth** 2014 (Conference Supportive Leader and Technical, Media).
* National Committee member of a network **(International Network for Youth for** **Peace and Development – INYPD)** working with **National Olympic Committee (NOC).**
* Volunteer at **SDJF (Sri Lanka Development Journalism Foundation)** for **GCRA** **Conference.**
* Participation in leadership programs like **Religious Youth Service (RYS) United Peace** **Federation** –Island Fri0endship project and working as a young leader of all faiths togetherfor Peace.
* Trained has an Active Citizen in British Council.

**SPORTS ACTIVITIES**

* Played Cricket for Asian Cricket Academy in Modhara.
* Basketball player in School Club and Stallion Club.
* Athletics participated in School Sport meet.

**ACADEMIC QULIFICATIONS**

* G**.C.E. O/L’s (2011)**

English A

ICT B

Religion B

Science C

Business C

History S

Maths S

Sinhala S

* **G.C.E A/L’s (2014)**

**English** **B**

**Accounts** **S**

**ICT** **S**

**Business Std** **S**

**PERSONAL DETAILS**

Name in Full : Muhammed

Date of Birth : 11/01/1995

Age : 21 years

Gender : Male

Marital Status : Single

School Attended : Amal International School.

Colleges : Esoft Metro Campus.

I do hereby certify that the above particulars given by me are true and correct according to my knowledge.

 **Nazik**