**Curriculum Vitae**



**MUNTAZIR**

[**MUNTAZIR.335021@2freemail.com**](mailto:MUNTAZIR.335021@2freemail.com)

**Marital status:Unmarried**



**OBJECTIVE**

**Seeking a challenging position in a reputed organization which provides opportunities for professional growth and advancement, and where my skills and knowledge will prove fruitful towards organization goals.**



**PROFILE**

* **Self motivated, hard working and goal-oriented with a high degree of flexibility, creativity, resourcefulness, commitment and optimism**
* **Result oriented individual with strong analytical and interpersonal skills and a quick learner with high levels of adaptability and ability to take initiative.**
* **An effective team player with exceptional planning and execution skills coupled with a systematic approach and quick adaptability.**



**EXPERIENCE**

* **One year work experience in govt. higher secondary education as biotechnology lecturer**
* **Two years of experience in Jaffaria Academy of Modern Education higher secondary as biology lecturer**
* **Besides this three years of tution classes experience.**
* **Hands on training at biotech Research institute.**
* **Worked at adlabs. pvt ltd.**
* **Process Executive at Ramraj technology Solutions pvt ltd.**

**ACADEMIC QUALIFICATION**

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| --- | --- | --- | --- |
| **DEGREES** | **YEAR OF ADMISSION** | **YEAR OF COMPLETION** | **BOARD/UNIVERSITY** |
| **Class X** | **2001(JANUARY)** | **2002(FEBRUARY)** | **CENTRAL BOARD (CBSE)** |
| **Class XII** | **2002(JANUARY)** | **2004(JUNE)** | **JKSBOSE** |
| **B.Sc** | **2004** | **2007** | **UNIVERSITY OF KASHMIR** |
| **M.Sc (biotechnology)** | **2008** | **2010** | **UNIVERSITY OF KASHMIR** |

**HIGHER QUALIFICATION:-**

* **M.Sc Biotechnology**

**TECHNICAL QUALIFICATION:-**

* **One year diploma in computer applications(operating system, Ms Word, Ms DOS, Ms excel, Ms PowerPoint etc.)**
* **Internet Applications**
* **Six Months Diploma in *Tally***
* **Hands on Training on Instrumentation Techniques (Biotechnology)Bio-tech Pharma Institute & research centre, Bhopal**

**EXPERIENCE IN WORK:-**

* **Having ability to work strong orientation and implementation skill of all official work, all management work of maintenance of scheduler responsibilities with analytical skill of various assignments.**
* **Having knowledge and ability to give good response with good responsibility of the organization with excellent communication and inter-personal skill with analytical.**
* **Seeking a challenging and rewarding career in the company work and to have opportunity to lead and work with a highly professional group of people.**
* **Having knowledge in handling and updating all official related to the company and ability to take.**

**COMPETENCES:-**

**Ability to work- Excellent communication and inter-personal skill with analytical, innovative problems solving.**

**Ability to learn- Enthusiastic learner and keep to learn about new avenues for intellectual, able to work with diverse group of people, Excellent analysis, Skills, Managerial knowledge, Communication and influencing, Emotional resilience, Self knowledge and innovative problems solving ability of all official work.**

**Ability to deal- Having good scope dealing diplomatically, willingness to learn team Facilitator. Have constantly demonstrated problem solving and analytical skill in various assignments.**

**GENERAL ORIENTATION COURSE:-**

**Participated in university grants commission sponsored orientation course organized by academic staff college from**

1. **17th October to 18th November 2008**
2. **15th February to 14 march,2009**

**CONFERENCE / WORKSHOP PARTICIPATION ATTENDED:-**

1. **9th BU science congress held from 10-15 dec.2007**
2. **10th BU science congress, held from 12-14 november.2008**
3. **Two day workshop on instrumentation techniques like autoclaving, electrophoresis, incubation, DNA sampling, DNA blotting techniques etc.**

***Personal details:-***

**Place of birth: Srinagar**

**Date of birth: 10/09/1986**

**Nationality: Indian**

**Sex: Male**

**Marital status: Unmarried**

**Languages known: English, Urdu, Hindi, Arabic**

**I hereby declare that the particulars furnished above are true to the best of my knowledge and belief. If given an opportunity, for a suitable place in your esteemed institute, I shall discharge my duties to entire satisfaction of my superiors. Waiting for your early response.**

**DATE:-18/01/2017**