MOIZ.371134@2freemail.com 

RESUME

MOIZ

#### CAREER OBJECTIVE

####

 To learn and function effectively in an organization and seek a position to utilize my skills and abilities that offers professional growth while being resourceful, innovative and flexible.

#### STRENGTHS

* Good communication, motivational and leadership skills.
* Positive attitude and Target oriented.
* Confident and quick learner.
* Hard working.

#### ACADEMIC PROFILE

* B.Sc (PCM)**:** Chatrapati Shahu Ji Maharaj University.
* Intermediate**:** MNR Junior College.
* SSC**:** Kama Reddy High School.

#### EXPERIENCE

* Customer Relation Officer having experience of 2 years in Hinduja Global Solutions.
* Pre-process Trainer having experience of 1 year in Hinduja Global Solutions.
* Coordinator having experience of 2 year in Rabsa Utility Solution Pvt Ltd.
* Supervisor having experience of 6 months in J.H web Solution.

#### SOFTWARE SKILLS

* Programming Languages**:** C
* Operating systems **:** MS Windows 98, XP
* Packages **:**MS-Office
* Web designing

#### LEISURE INTEREST

* Listening Music
* Surfing net
* Sports

#### PERSONAL INFORMATION

**GENDER**  **:** Male

**DATE OF BIRTH :** 10 April,1985

**RELIGION** **:**  Muslim

**MARITAL STATUS :** Single

**NATIONALITY**  **:**  Indian

**LANGUAGES KNOWN** **:** English, Hindi, Urdu & Telugu

#### DECLARATION

 I do hereby declare that the particulars of information and facts stated here in above are true, correct and complete to the best of my knowledge.