**RESUME**

**SUMITH **

Email: [sumith.374319@2freemail.com](mailto:sumith.374319@2freemail.com)

**Career Objective**

To work in highly professional environment that requires innovation and dedication leading to achievement of organizational goals and objectives.

**Work Experience**

2.2 years of experience as Assistant Sales Manager at Dalman Group

3 years of experience as Administrative Officer at St. Celestine School of English

**Personal Competencies**

Hardworking, Team Handling Skills, Computer skills, Communication Skills, Quick learner, Responsible and trust worthy

**Executive Summary**

* MBA in Finance and Marketing with 5 years of experience in Sales and Administration.
* Handled Dealers and Retailers Successfully.
* Improve the goodwill of the organization successfully.

**Achievements**

Got Second place in the event “BEST MANAGEMENT TEAM” in the South Indian Management Meet at John Mathai Centere, Thrissur.

Worked as the Administration coordinator in Eminence 2011 (South Indian Management Meet of our College)

**Projects**

Done a 45 days project on the Subject “FUNDAMENTAL ANALYSIS OF FOUR COMPANIES LISTED IN THE NIFTY MIDCAP 50 STOCKS” in Balance Equity Broking (India) Pvt. Ltd.

Done a one month project on the subject “A STUDY ABOUT THE ROLE OF ADVERTISMENT IN BRAND BUILDING” in Bhīma Jewellery Thrissur

**Educational Qualifications**

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| --- | --- | --- | --- |
| **Course / Degree** | **Institution & University** | **Aggregate Percentage/Grade** | **Year of Completion** |
| MBA | Elijah Institute of Management Studies, Thrissur, Calicut university | C | 2012 |
| B.com | Sibga Arts and Science college, Irikkur, Kannur University | 56% | 2009 |
| Plus two | Government Higher Secondary School, Irikkur, Kannur | 52% | 2005 |
| SSLC | KPC Higher Secondary School, Pattannur, Kannur | 66% | 2003 |

**PERSONAL DETAILS**

Gender : Male

Date of Birth : 10-10-1987

Religion : Christian

Marital Status : Married

Nativity : Indian

Languages known : Malayalam, English

**DECLARATION**

I hereby declare that the above written particulars are true to the best of my knowledge and belief.

**Sumith**