

# Aspiration:

**ABDUL**

* 1. **abdul.381451@2freemail.com**

A Dynamic young professional having 2 years experience in HR management, seeking a responsible and challenging career in a dynamic environment where can I explore my skills and work with the best of my ability for the benefit of the concern.

# Professional summary:

Successful at helping new employees adjust to company and feel valued in their new

roles.

# Employment History:

* + - (March – 2014) to (April- 2016) Business Development Manager

Virtual working at Business Development Manager in A-care Facility Management and two year experience in HR field.

# Job Description:

* + - Customer satisfaction in Yamaha bike service and brand promotion.
		- Social media advertisement influencing purchase decision of buying branded product.
		- Participated in Best Manager Programs conducted by Jiffy Solutions.
		- SPSS, SAP (ABAP), HTML, MS-OFFICE.
		- Marketing strategy, Management information system.
		- Facility Management to provide best facility to make better customer satisfaction at Firm.

# Educational Qualification:

* + - **MBA - (HR & Marketing)** **First Class**, 2014 - Anna University, Chennai.
		- **Bsc- (Computer Science) First Class**, 2012- Barathidasan University of Jamal Mohamed College Trichy.

# Job Description:

* System maintenance
* Servicing all kinds of Computers, laptops and its peripherals.
* Installation of software, OS and troubleshooting various installation issues.
* Advertisement and Sales Promotion
* Marketing Strategy and Market Research
* Entrepreneurship Development
* Brand Promotion
* Managerial behavior and Effectiveness

# Personal Skills:

* Ability to effectively interact with members at all levels of the organization.
* Quickly adaptable to new technologies
* Flexible to different kinds of work environment
* Very good knowledge in Word, Excel, Outlook and PowerPoint presentation
* Basic accounting and expense management skills.
* Strong sense of responsibility and desire to get things done properly.

# Technical Skills:

**System** **:** Hardware & Networking **Operating systems** **:** Windows XP, Windows 7/8/8.1 **Recent Technologies** **:** Brand promotion

**Packages** **:** Ms-Office (Excel, Word, PowerPoint)

# Personal Information

Date of Birth : 27-06-1992

Gender : Male

Nationality : Indian

Marital Status : Single

Languages Known : Tamil & English.

Passport Number : P0242458

# References

Available on request.

# Declaration:

I hereby declare that the details furnished above are true and exact to the best of my knowledge.