

**ABDUL**

Email: abdul.381593@2freemail.com

**CAREER OBJECTIVE:**

 “Seeking position in a company where I can explore more of my talent and skills and in a more creative way make use of the opportunities to grow, learn and to develop my personality and the organization.”

**EDUCATIONAL QUALIFICATION:**

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| --- | --- | --- | --- | --- |
| **Course** | **Institution** | **Board/University** | **Year of Passing** | **Percentage (%)** |
| MBA – Marketing &HR | Department of Management studies | kannur University | 2017 | 61% |
| BBM | Srinivas Institute of Management Studies, Mangalore | Mangalore University | 2015 | 59% |
| PUC 11 | Wadihuda Higher Secondary school,kannur | Kerala Board Higher Secondary Examination | 2012 | 74% |
| SSLC | Mujammau English school | CBSE | 2010 | 58% |

**WORK EXPERIENCE:**

**Delhivery logistics, Payyanur, Kerala, India**

Designation: Team lead

Duration:6 months

* In charge of Dispatch Centre
* Dispatch the goods on time without making delays
* Manage the entire employee life cycle on unified platform, Used HRM software DARWINBOX
* Used Defcom an expense entering software for claiming all the expenses
* Control all the team members and do all the management works in the dispatch centre
* Conduct weekly meetings by participating all the employees

**Career Step educational consultancy, Payyanur, Kerala, India**

Designation: Education Consultant

Duration: 2.5 years

* Conduct marketing activities, Participate in education exhibitions, Conduct educational drives, Conduct seminars
* School centric sales practices
* Giving guidance on educational institutions
* Assist in admission procedure for students

**COMPUTER QUALIFICATION:**

* MS Office (Word, PowerPoint, Excel)

**STRENGTHS:**

* Presentation Skill
* Self-confident and Creative thinking
* Ability to get along with people
* Commitment /Team work
* Dedicated to sincere and hard work
* Communication skill

**ACHIEVEMENTS:**

* Have participated in various creative and Innovative workshops.
* Invitation Head for ICE - A national level management fest at Department of management studies, kannur University
* Hospitality Head for BRANDQUIZ – A national level quiz completion at Department of Management Studies, Kannur University
* Secured Prizes in different competitions held in college while pursing MBA.

**PROJECT/INTERNSHIP:**

* “Stress management of employees at NEW MANGALORE PORT TRUST.” (MBA project)
* “Organization Study in KSDL, Bangalore.” (MBA Internship)

**LANGUAGE:**

* English (Read, Write, Talk)
* Malayalam (Read, Write, Talk)
* Hindi (Read, Write)
* Arabic(Read, Write)

**PERSONAL DETAILS**

Nationality: Indian

 Date of Birth: 05-06-1993

 Sex: Male

 Marital status: Single

 Height: 175cm Language: English, Hindi, Malayalam, Arabic

Religion: Islam

**DECLARATION:**

I hereby declare that the above furnished information is correct and true to the best of my knowledge and if given an opportunity, I promise to give the best of my abilities to the organization.