

 **NAZEER**

**Email:** **nazeer.388050@2freemail.com**

**CAREER OBJECTIVE:**

To be a division of an organization where I can bring into play my widespread knowledge to shore up for organization’s enlargement and also to boost my own personal skills.

**PROFESSIONAL EXPERIENCE:**

**Invensis Technology, Bangalore (2017-19)**

**Designation: process Executive**

* Worked as **Process Executive with Invensis Technology for one year** which involve border clearance for clients in U.S and Canada.

**PROFESSIONAL SKILLS:**

* As a graduate with just one year experience i consider myself as a quick learner.
* Can work efffectively in a group and have the ability and willingness to learn .
* A fresh unique and smart worker.

**EDUCATIONAL QUALIFICATION:**

* Completed **MBA** with a **CGPA of 6.6** from IIKM BUSINESS SCHOOL with specialization in **LOGISTICS AND FINANCE** from the year 2015 - 2017
* Completed degree in **B.COM** with **a CGPA of 8.2** from PONNAIYAH RAMAJAYAM ARTS & SCIENCE COLLEGE in the year 2015.
* Completed **HSC** with **69%** from Tansri Ubaithulla Matriculation School, year 2012.
* Completed **SSLC** with **54%** from Tansri Ubaithulla Matriculation School in the year 2010.

**TECHNICAL SKILLS:**

* Tools : Microsoft office ,photoshop
* Operating system : windows 7,windows xp

**AREA OF INTEREST:**

* Logistics
* finance

**INSTITUTIONAL TRAINING:**

* Trained at New Port Shipping & Logistics Company, Mannady, Chennai, Tamil Nadu.

Work done: Field work (one month duration)

**VOCATIONAL COURSE**

Certificate in Office Administration from ICICI Academy for Skills, Bangalore.

* Customer Service
* Communication Skill
* Life Skill
* Basic of Accounting

**PROJECTS DONE:**

* **Import & Export Documentation**

Concern: New Port Shipping & Logistics

**PERSONAL INFORMATION:**

Date of Birth : 11.07.1995

Gender : Male

Nationality : Indian

Languages Known : Tamil, English, Arabic