

**Whats app Mobile:+971504753686**

 **Gulfjobseeker.com CV No:1557216**

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**Date of Birth: 26-01-1992**

**Visa status:**Visit

**Marital Status:** Single

Objective

To build an organized and disciplined career with a reputed organization where I can use my technical and management skills for the profit and growth of the organization.

***Academic outline***

A strong team player with excellent technical and academic skills in Management Information Systems, Marketing Management and Human Resource Management with flare for innovation and creativity.

Education

Malik Deenar Institute of Management Studies

* MBA in HR and Marketing, 2015

Sharaf Arts & Science College –

* Bachelor of Business Administrator, 2013

 **Sa-Adiya Arts college–**

* Higher Secondary, 2010

M.R.V.H.S.S Padne–

* Secondary School, 2008.

**Diploma in Computer Application Sa-**

* DTP,MS Word,Photoshop 2010

Professional Experience

Employer : **MANSHAU THAZKIYATHUSSUNNIYA KANNUR**

Designation : Office SECRETARY / ORPHANAGE MANAGER

Duration : 10-05-2013 to 30-10-2013, 1-9-15 to 28-1-16

Employer : **I STAR SKILL DEVELOPMENT PRIVATE LTD BANGLORE**

Designation : TRAINER L1

Duration : 26th April 2015- 30th July 2015

Technical Skills

**Microsoft Office:**MS Excel, MS Word, MS Power point,

**Operating Systems:**XP, 7

**Adobe Photoshop**

**DTP Englilsh,Malayalam**

 **Awareness**:Installation of software’s, browsing.

Personal Skills

* Excellent verbal and written communication skills
* A good team player.
* Leadership qualities.
* Quick Learner
* Self-motivated and smart working.
* Flexibility to work on shifts/overtime/stand-by/on-call/holidays when required.
* People Management&Conflict Management.
* Self-Motivated

Achievements and Extra Curricular

* Actively participated in many fests conducted by various colleges
* Attended national level seminar in Munnad peoples college on importance of cooperative moment in corporate sector
* Student leader in sa-adiya arts college
* Best Social worker Award.

Languages Known

English,Hindi,Malayalam,Arabi

Hobbies and interests

Reading , Interacting with people.