

**HASNA**

* + [Hasna.384622@2freemail.com](mailto:Hasna.384622@2freemail.com)

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**CAREER OBJECTIVE**

* To obtain a position that will enable me to use my strong sales and management skills in the best possible way for self and companies growth.

**AREAS OF EXPERTISE**

* Project Planning and Completion
* Strong Interpersonal skill
* Contract negotiation
* Time Management
* Strong problem solver
* Power point expert.
* Excellent verbal and written communication skills.
* Organizational and Administration skills

**PROFESSIONAL EXPERIENCE**

**Sales Planning Engineer ( 5 Months)**

**Elite Safety Consultants – DUBAI, UAE**

* Ensured that all site operations were carried out in safe productive manner.
* Prepared project timelines and made projection adjustments as necessary.
* Maintaining very good communication internally with the colleagues.
* Dealing with customers for problem solving and working as a part in administration needs.
* Dealt with preparing quotation and good negotiation skills.
* Contributes to team effort by accomplishing related results as needed.
* Maintains relationships with clients by providing support, information, and guidance; researching and recommending new opportunities.

**Project Engineer( 1 year )**

**Ematron Software Solutions Pvt. Ltd - COCHIN**

**C/O Kot-Al Wataniya General Trading and Contracting Co.WLL - KUWAIT**

* Represented **Parent Concern Company , Kot- Al wataniya** based on one project for three months, **KUWAIT OIL AND GAS SHOW (KOGS) 2017**,**Mishref, Kuwait**.
* Able to make a good relation with the exhibitors in KOGS 2017.
* Preparing, scheduling, coordinating and monitoring the assigned engineering projects.
* Interacting daily with the clients to interpret their needs and requirements and representing them in the company.
* Made a sales strategy according to the current market trends and identify demands.
* .Sale and development of various technical products like 3D simulator, fleet management system, web developing etc .and oil and gas courses.
  + Dealt with the clients of various technical requirements and presented power point to explain the services provided according to the demand.
  + Recommend service solutions to the clients.
  + Power point presentation to the clients on product service basis.

**NATIONAL ACTIVITY CO-ORDINATION TEAM (NACT) ( 01/06/2016 -13/02/2018 part time)**

**NATIONAL SERVICE SCHEME (NSS)**

* Co-ordinate various activities conducted by NSS.
* Conduct social awareness classes.
* Personality development classes to the NSS volunteers of schools and colleges.
* Project handling and management of various projects of NSS by students.
* Meeting with Government authorities regarding the Socially relevant projects of NSS.

**EDUCATION**

**Bachelor of Technology -Electronics and Communication Engineering (May 2017)** Mahatma Gandhi University, Kottayam, Kerala, India

**HSE State Board (12th Grade**)

St.George Higher Secondary School, Idukki, Kerala, India

**AISSCE-CBSE (10th Grade)**

Darul Fatheh Public School, Idukki, Kerala, India

**COMPUTER KNOWLEDGE**

* **Proficient in Microsoft MS Office**
* **Microsoft Word, Excel, Power Point, KEIL, Matlab, ELV, MEP ,AUTOCAD.**
* **Basics in all computer applications.**

**ACHIEVEMENTS**

* Done internship in **BPCL, BHARATHIYA PETROLEUM CORPORATION LIMITED.**
* Title winner of Best Manager, Ms.Swastika 2017, conducted by MBC college of Engineering.
* Title winner of Best Manager, Ms.Nakshatra 2017, conducted by Saitgits College of Engineering.
* Title winner of Best Manager, Ms.Brahma, conducted by Adi sankara institute of Science and Technology.
* Title winner of Best Manager, Ms. Lalak 2016, conducted by Cochin Institute of Science and Technology .
* Represented Engineering Colleges of Kerala in National Youth and integrity Convention on “Clean and Progressive India “, held in Guwahati, Assam

**PROFESSIONAL INFORMATION**

|  |  |  |
| --- | --- | --- |
| ● | **Nationality** | **: Indian** |
| ● | **Marital Status** | **: Single** |
| ● | **Date Of Birth** | **: 17 March 1995** |
|  |  |  |
| ● | **Languages** | **: English, Hindi, Malayalam, Tamil** |
| ● | **Visa Status** | **: Visiting Visa** |

I hereby declare that the information furnished above are true and correct knowledge and belief.