



MOHAMMED JASAR N

mohammedjasar31@gmail.com. PH: +97333914429

Career Objective

To be an integral part of the team and undertake challenging responsibilities which would contribute to the growth of the organization and self.

Profile

Capable of working with little or no supervision. Good knowledge of mechanical supervising systems. Ability to complete tasks as directed by supervisors and immediate heads, meeting tight time-scales when required. Ability to develop skills as required and a willingness to learn. A good team player.

Educational Qualifications

Secondary

SSLC (Govt. Of Kerala)

Higher Secondary (Plus two)

Government of Kerala (Board of Higher Secondary Examination)

Diploma in System Management

G-operator (Windows,MS Office,Internet & Email)

Professional Qualifications

Stenography English (Type writing & short hand) Govt. ITI Areecode

Professional experience

Worked as a office boy at NBB(National Bank of Bahrain,Manama)

- Serving beverage to the guest or staff
- Handling electronic files and papers,greeting visitors
- Coordinating the maintenance and repair of office equipments including arranging and cleaning responsibility.
- Assisting management personnel in wide variety of workplace responsibilities
- Collecting and distributing couriers or packages among workers and starting and searching messages

7 Years Experience as a data Operator at SKM Air conditioning LLC in Sharjah, UAE.

- Coordinating with the engineers for the electrical and mechanical data.
- Designing and Printing name plate for the SKM Products.
- Preparing unit tags for the SKM Products.
- Gates pass entering.
- Follow up monthly work schedule.
- Compiling, verifying accuracy and sorting information to prepare source data for computer entry.
- Entering customer and account data from source documents within time limits.

5 year experience as medical representative in Kerala,India

- Visiting hospitals and Doctors to introduce the new products of medicine
- Paying routine visit to doctors to promote the products (Medicine)

Personal Information's:

Name of Father : Mohamed Nalakath
Date of Birth : 16/05/1983
Sex : Male
Nationality : Indian
Marital Status : Married
Present Address : Bahrain,Manama
CPR Number : 831303506

Passport Details:-

Passport No. : M8658006
Place of Issue : Malappuram
Date of Issue : 19/05/2015
Date of Expiry : 18/05/2025

Language Known:-

Read, write and Speech: English, Hindi and Malayalam

Declaration:-

I hereby declare that the above details are true and correct to the best knowledge and belief.

Place: Bahrain

Date:

MOHAMMED JASAR N

