

MOHAMMED MOHAZEEN SHAJI

CAREER OBJECTIVE

To perform, utilizing my skills and knowledge, in a manner which will lead to the successful growth of the organization and which will also land me in a successful career growth.

ACADEMIC QUALIFICATIONS

- Completed **BCOM Finance and Taxation in Mahathma Gandhi University, Kottayam.**
- **Plus Two**, National Institute of Open Schooling (NIOS).2016
- **Secondary School Leaving Certificate (10th)**, Central Board of Secondary Education(CBSE) 2014

PROFESSIONAL EXPERIENCE

- Worked as a sales promoter (Sim Card Section) at STC for One year.
- Worked as Accounts Assistant (Part Time) in Gallop Cargo Services – Bahrain for one year.

DUTIES & RESPONSIBILITIES

AS A PROMOTER

- A sales promoter's main responsibility is to expand the visibility of the brand owned by his/her employer and work towards its popularity and advertising.
- A sales promoter designs and develops sales strategies in such a way that they can be implemented in a practical manner through which maximum number of people can know about the brand.

AS AN ACCOUNTS ASSISTANT

- Preparation of Customer Invoices
- Helps in maintenance of regular book keeping and accounting.



Permanent Address:

Flat No. 32
Building No. 388
Road No. 407
Block 304
Manama Center, Bahrain

Mobile:

+973-38795957

E-Mail:

mohazeens7@gmail.com

Passport No:N5191660

Issue Date : 08/05/2016

Expiry Date: 07/05/2026

C.P.R No: 980616158

Personal Data:

Date of Birth:

15th June,1998

Gender: Male

Nationality: Indian

Marital Status: Single

Interests:

Interested in Meeting and Interacting with People, Love to Travel New Places And Learn their Culture, Social Work and Playing Cricket

COMPUTER PROFICIENCY

1. M-S Office-Word,
2. M.S. Excel, Power Point

KEY SKILL

1. Communication Skill
2. Leadership Skill
3. Ability to manage team

LANGUAGES KNOWN

English	Read, Write and Speak
Malayalam (Mother Tongue)	Read, Write and Speak
Arabic	Read Only
Hindi	Read, Write and Speak

DECLARATION

I hereby declare that the above mentioned information is correct up to my knowledge and I bear the responsibility for the correctness of the above mentioned particulars.

MOHAMMED MOHAZEEN SHAJI