

MUHAMMED SHIBIN • TIME MANAGEMENT • ORGANIZATI

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WORK EXPERIENCE

- **HR Assistant, Asclep Pharma & Surgical**, Kochi, India(Mar 2018 to Jun 2019)
- **Intern, Mahindra Reva**, Bangalore, India(Aug 2017 to Aug 2017)
- **HR Coordinator cum Admin, Somerian Health Care**, Abu Dhabi, United Arab Emirates(Dec 1969 to Feb 2023)
- **HR executive, Smash General Trading**, Dubai, United Arab Emirates(Dec 1969 to Dec 1969)

EDUCATIONAL BACKGROUND

- **Bangalore university**, bangalore, **Master in Bussiness Administration**, 2018, Human Resource & Marketing
- **Calicut University**, calicut, **Bachelor in Commerce**, 2016, Commerce

SKILLS

- • microsoft office • tally erp 9 • time management • organizational skills • schedule management • team skills

PERSONAL BACKGROUND

- **Birthday:** - 1994-05-28