

**Address:**

**"Gayathri",
Peruvayal Post,
Calicut,
Kerala-673008**

Phone Number:

Mob: +91-9486351205

E-Mail:

renju.gdr@gmail.com

Objective

I would like to work in a reputed firm where I can use my analytical skills and conceptual knowledge. Ambitious to achieve greater heights and to reach the goals intended for the organization by dedicated and sincere service.

Education Qualification:

Qualification	Year of completion	College/University	Percentage
M.Sc (Information Technology)	2009-2011	Shri Nehru Maha Vidyalaya College of Arts and Science, Coimbatore.	71
B.Sc (Computer Science)	2006-2009	Bharathiar university Arts and Science College, Gudalur.	64
HSLC (State Board)	2005-2006	Government Higher Secondary School , Gudalur.	57
SSLC (State Board)	2003-2004	St.Thoms Higher Secondary School, Marthoma Nagar.	63

Technical Skills

- ❖ Extensive work experience in the actual application of computer scheduling Operating System : Win Xp, Win 08, Win 10
- ❖ Microsoft packages including Microsoft Word, Excel, and PowerPoint.
- ❖ Digital Marketing.
- ❖ Experience of working within in a team – based culture involving planning , organization , co- ordination and commitment by meeting deadlines and working in pressure based upon participation and motivation .
- ❖ Development of strong analytical, diagnostic, negotiation and persuasion skills while working on a team projects as part of degree course due to the commitment to continuous improvement in quality

Achievements

- ❖ I have achieved best performer award for the year 2014
(Al Rawabi groups of companies)

Gulf Experience

- ❖ I worked as EDP Head at Al Rawabi Group of companies
(FMCG sector, Qatar) from August 08, 2011 to June 30, 2020.

Nature of Work


- ❖ Purchasing
- ❖ Central Pricing & central data management
- ❖ Invoicing
- ❖ Stock Maintenance
- ❖ Training and development
- ❖ Performance management
- ❖ Inventory management
- ❖ Ecommerce management
- ❖ Hardware maintenance
- ❖ Software maintenance
- ❖ CCTV surveillance
- ❖ Portable Data Tracking(PDT)

Personal Competencies

- ❖ Sense of Responsibility
- ❖ Courtesy and Manners
- ❖ Teamwork
- ❖ Disciplined
- ❖ Problem solving capacity
- ❖ Honest, Sincere and a Hard worker
- ❖ Communication

DECLARATION

I hereby declare that all the details given above are true with my knowledge.



(Renju.Unnikrishnan)

Personal Data:

FathersName:PA.Unnikrishnan

Date of Birth : 25/04/1989

Gender : Male

Nationality: Indian

Marital Status: Married

Passport No: H8732866

Language known :

English,Malayalam, Tamil

& Hindi.

Place: Calicut