

M.Mohamed Anas

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OBJECTIVE

Intend to build a career with leading corporate of hi-tech environment with committed & dedicated people, which will help me to explore myself fully and realize my potential and willing to work as a key player in challenging & creative environment.

EDUCATIONAL QUALIFICATION

Diploma in Computer Engineering from Sri Vekatachalapathi Polytechnic College, Tamilnadu affiliated to Tamilnadu Board University (INDIA) with a percentage of 72.5%.

KEY STRENGTHS

- Self motivated and goal oriented, with good interpersonal and communication skills.
- Ability to take on responsibility and work as a team member.
- I regard Team Spirit as an integral part of productivity.
- Hardworking with initiation Skills.
- Leadership and Coordination

PROFESSIONAL EXPERIENCE

AL SAHAB CONTRACTING W.L.L, QATAR.

Position / Designation : Marketing & Sales Lead

Period : Starts (2018) End (2021)

VISTAS GLOBAL (Associated with Vodafone Qatar), QATAR.

Position / Designation : Retail Advisor

Period : Starts (2014) End (2018)

TATA TELE SERVICE PRIVATE LIMITED, CHENNAI, INDIA.

Position / Designation: Front end Executive / Sales Executive

Period : Starts (2011) End (2013)

Responsibilities In Work

- Provide assistance to all customers including store, email, database and online customers.
- Update and maintain mailing list.
- Understanding and demonstrating customer care and high levels of customer service.
- Handling customer enquiries using innovative ways.
- Effectively handling and being accountable for all types of payment transactions.
- Ensuring that all till operations, cash handling procedures and transactions are carried out accurately.
- Following organizational complaints procedures.
- Following normal and emergency operating procedures.
- Manage and protect customer information, including sensitive financial information, in accordance with relevant legislation.
- Completing all administrative tasks and updating records.
- Responsible for other duties as assigned.

ACADEMIC DETAILS

Degree	Subject	School/College	University/Board	Marks (%)
Diploma in Computer Engineering (2008-2011)	Software Languages, Multimedia, Mobile Computing, Computer Hardware.	Sri Venkatachalapathi Polytechnic College, Villupuram, Tamilnadu.	Tamilnadu Board University	72.5
Higher secondary (2006-2007)	Mathematics, Science, Social, English, Tamil	SBEHS, Puducherry.	State Board	55

PROJECTS UNDERTAKEN

Project Title : **On Reliability of Dynamic Addressing Routing Protocol in Mobile With ad Hoc Network**

CERTIFIED COURSES

- Undergone course titled **HONOUR OF DIPLOMA IN COMPUTER PROGRAMMING** in CSC
Duration: 12 Months
- Undergone training as **COMPUTER HARDWARE** in WIPRO
Duration: 3 Months

PERSONAL PROFILE

- Name: Mohamed Anas M
- Father's name: Mohamed Habibulla
- Date of Birth: 17-10-1991
- Sex: Male
- Marital Status: Married
- Language Known: English, Tamil, Malayalam & Arabic.
- Interests & Hobbies: Sports, Driving and Music.
- Permanent Address: Pondicherry, India.
- Visa Status : UAE Visit 90 days

DECLARATION

I hereby declare that the information furnished above is true to the best of my knowledge and belief I have the relevant records to prove the same; I hope the above are suitable for your organization.

Date:

Mohamed Anas.M

Place:

(Signature)