

**SHAJIN.A**

E-mail : [shajinahamed976@gmail.com](mailto:shajinahamed976@gmail.com)

Date of Birth : 05.09.1986

Contact No : 9746652113



**PRESENT ADDRESS :**

Puthiyaveedu,

Mundakkal East

Polayathode, Kollam

**CARRIER OBJECTIVE**

To work in a challenging environment demanding all my skills and effort to explore and adapt myself and realize my potential where I get opportunity for continuous learning.

**PROFESSIONAL SUMMARY**

One of my major roles is the ability and desire to sell. The key point is the contact between the organization and its client. Day to day responsibilities are answering queries offering advice and introducing new products, meeting with clients virtually or during sales visit, demonstrating presenting products and establishing new business. A fully qualified sales executive, I am familiar with all the procedure needed to take new orders and place the orders as early as possible with minimum of time. I am well-versed in the updates of the stock in the firm when orders are taken. I also have a wide range of administrative skill which include the ability to schedule the payment, billing out. I am also used to the major classification and organization system used today and I am seeing a new position that will help me to improve my carrier prespects

## **MY DUTIES & SKILLS**

- The ability and desire to sell
- Excellent communication skills with customers
- A positive, confident and determined approach to the customers
- A high degree of self-motivation is needed when handling customer
- Skill to work both independently and as a part of a team
- Negotiation Skill
- Pro-active, organized and excellent team player
- Checking dispatch of goods are accurate
- Responsible for maintaining the stock updates
- Preparing daily progressive report and weekly progressive report

## **ACADEMIC QUALIFICATION**

- Bachelor of Technology in Computer Science (2004 - 2008)
- Plus two in computer Science (2002 – 2004)
- SSLC in 2002

## **PROFESSIONAL EXPERIENCE**

- Worked as Document Controller with Ghantoot Electricals Abu Dhabi from 2009 to 2011
- Worked as Sales Executive and Merchandizer with Splash Marketing from 2012 to 2021

## **TECHNICAL SKILLS**

- Operating System known Windows
- Proficiency in MS word and Excel

## **CO-EXTRA CURRICULAR ACTIVITIES**

- Core committee member in college sports fest.
- Team captaincy of cricket team
- Participated in Inter College level cricket
- Leadership in Arts Committee College panel.

### **INTERPERSONAL SKILL**

- Ability to rapidly build relationship and set up trust
- Confident and determined
- Ability to cope up the different situation
- Understanding of essential terms
- Positive attitude towards everything
- Capability to work in a group environment
- Innovative and creative approach towards solving problems.

### **AREAS OF INTEREST**

- Interest in developing new ideas to improving the concern field
- Interested to propogate the concept of sustainable developments in the platform of concern field
- Having very potential for utilizing renewable sources in concern field.

### **PERSONAL DETAILS**

Fathers Name : Ahamed kabeer

Permanent Address : Puthiyaveedu, Mundakkal East, Polayathode, Kollam

Date of Birth : 05-09-1986

Language Known : English, Malayalam

Marital Status : Married

Nationality : Indian

Religion : Muslim

### **Declaration**

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

Place : Kollam

Date :

**SHAJIN.A**

Date 19/05/2020

3

Passport No.

Identi vami eppoi / Olivero Nanni(a)

भारतीय/INDIAN

05/09/1986

gender / Place of birth

**KOLLAM, KERALA**

TRIVANDRUM

© 2000 Blackwell Science Ltd *Journal of Internal Medicine* 247: 395–401

28/05/2019

27/05/2029

[illegible]

44

RESEARCH / OBSERVATION

विशिष्ट सेवा / MISCELLANEOUS SERVICE

Parent / Legal Guardian / Next of Kin / Emergency Contact / Other: \_\_\_\_\_

AHAMMED KABEER

after one year / change of location

SAFEEENA

with you speak and write / Name of Spouse

JASMIN SHAJIN

Name / Address

PUTHIYAVEEDU ,MUNDAKKAL EAST ,POLAYATHODE

KOLLAM P O, KOLLAM

PIN:691001,KERALA,INDIA

S5177051

30/10/2018

TRIVANDRUM

Order No. / File No.

TV1072146904119 - OLD PASSPORT REPORTED LOST

T3710241

T3710241



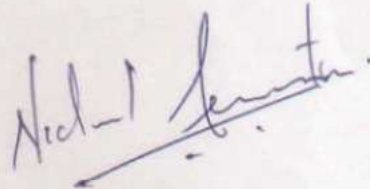
# GHANTOOT GROUP

## (Electrical Division)

Date : 20-08-2011

### EXPERIENCE CERTIFICATE

This is to certify that Shajin. A has been working as **Document Controller** from **20<sup>th</sup> July 2009 to 15<sup>th</sup> August 2011** . In his work tenure we found him to be loyal and hardworking .



Chief Operation Officer  
Ghantoot Electrical Division  
Abu Dhabi

# SPLASH MARKETING

DESIGN YOUR DESIRE

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Date : 16-08-2021

## EXPERIENCE CERTIFICATE

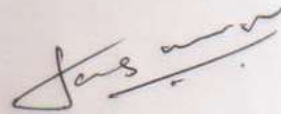
This is to certify that, **Mr. SHAJIN A** has been working as **Sales Executive and Merchandizer** from January 2012 to July 2021.

In his work tenure we found him to be loyal and hard working

We also certify that his character and conduct are good. He will be an asset to any suit firm.

We wish him all the best in his future endeavours

Manager



SPLASH Marketing







Reg. Office: House No.1, Mosque Lane, Kesavadasapuram, Trivandrum-695 004  
Branch: Ramakrishna Building, Near Manorama, Aristo Junction, Thampanoor, Trivandrum 695 001  
[www.mastermindjobs.com](http://www.mastermindjobs.com)

## CERTIFICATE

*This certificate is awarded to*

MR. SHAJIN A

*who successfully completed*

*Twelve Weeks Intensive Training Programme leading to*

### **CERTIFICATE IN CUSTOMER RELATIONSHIP MANAGEMENT**

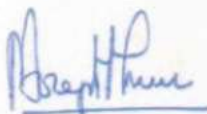
*with practical training during the period*

*from 8.07.09 to 9.10.09*

[ Contents: CRM, Customer Handling, Professional Telephone Skills, Basics of Selling, Motivation, Team Management, Tele Marketing Skills, Personality Development, Stress Management, Soft Skills, American Accent & Culture, English Phonetics, Accent Neutralization, Listening & Spoken Skills ]

Reg. No: CC-0611 Date of Issue : 10.10.09



  
Course Co-ordinator



  
Director

Kerala's No.1 IT Skills Training School  
a brand of Micromaster Softwares estd. 1995



C No. 408912

**GENERAL EDUCATION DEPARTMENT  
SECONDARY SCHOOL LEAVING CERTIFICATE**  
(Issued under the Authority of the Government of Kerala)

This is to certify that the candidate herein has appeared in the SSLC Examination and has secured the marks as follows :

Name of School

GOVT. HSS KOLLAM THEVALLY P.O.

Admission No.

Private Overaged

1. Name : **SRAJIN A**2. Name in Regional Language : **ശ്രാജിൻ എ**3. Sex : **MALE**4. Date of Birth (in figures) : **05/09/1986**(in words) : **FIFTH SEPTEMBER NINETEEN EIGHTY SIX**5. Religion & Caste : **ISLAM, MUSLIM**6. Nationality : **INDIAN**7. Name of Father/Guardian : **AHAMMED KABEER**8. Name of Mother : **SAFENA**9. Home Address : **PUTHIYAVEEDU, MUNDACKAL EAST POLAYATHODY,  
KOLLAM**

10. Signature of the Candidate

Name &amp; Signature of the Head of the Institution with Date P.A.L.

**GOVT. HIGHER SECONDARY SCHOOL  
THEVALLY, KOLLAM - 691009.**

**GOVERNMENT OF KERALA**

**SECONDARY SCHOOL LEAVING CERTIFICATE EXAMINATION**

Register Number

476918

Month &amp; Year

March 2002

No. of Chances

1

Subject	Maximum For the Paper	Marks in the Public Examination			Minimum for a pass	Subject	Group	State Average
		Subject Total	In Figures	In Words				
Group A - Language FIRST LANGUAGE								
Paper - I	50	24						33
Paper - II	50	26				20		28
SECOND LANGUAGE English Paper - I	50	41	185	ONE HUNDRED AND FIVE		20		45
Paper - II	50	35			90			36
THIRD LANGUAGE Hindi	50	23				10		19
GROUP B - Subject Social Sciences								
Paper - I History & Civics	50	25				20		25
Paper - II Geography & Economics	50	33						22
SCIENCE			168	ONE HUNDRED AND EIGHT	120			199
Paper I - Physics	50	19				30		17
Paper - II - Chemistry	50	13						21
Paper III - Biology & Health Science	50	15						18
MATHEMATICS Paper - I	50	29				20		18
Paper - II	50	30						18
<b>TOTAL</b>	<b>600</b>		<b>323</b>	<b>THIRTY TWO THREE</b>				

(Marks: 480 and above First Class with Distinction : 360 to 479 First Class : 300 to 359 Second Class : 210 to 299 Third Class)



**PASSED**

**11.6.02**

Name &amp; Signature of the Head of the Institution with Date P.A.L.

**GOVT. HIGHER SECONDARY SCHOOL  
THEVALLY, KOLLAM - 691009.**



Signature of the Candidate

(School Seal)

**11.6.02**

Name &amp; Signature of the Head of the Institution with Date P.A.L.

**GOVT. HIGHER SECONDARY SCHOOL  
THEVALLY, KOLLAM - 691009.**

**B. SARASWATHI AMMA**  
Additional Secretary To Govt.  
General Education Dept. Kerala  
(Certificate Authentication Centre)  
THIRUVANANTHAPURAM

**S. RAVEENDRAN**  
Secretary,  
Board of Public Examination, Kerala





**GOVERNMENT OF KERALA**  
**BOARD OF HIGHER SECONDARY EXAMINATION**  
**HIGHER SECONDARY EXAMINATION (CLASS XII)**

No. HSE 0223597

**CERTIFICATE**

Register  
Number

1049142

This is to certify that Mr/Ms. SHAJIN A appeared for the

**HIGHER SECONDARY EXAMINATION ( SCIENCE GROUP)** held in MARCH 2004

He/She PASSED the Examination in First Class

The marks obtained by the Candidate are shown below :

SUBJECTS		Marks Obtained		Min. Marks Required for Pass	Max. Marks	
		In figures				In words
		Subject	Part Total			
PART I ENGLISH		61	61	Six One	35	100
PART II ARABIC		39	39	Three Nine	35	100
PART III (Optionals)						
PHYSICS	Theory	46			21	70
	Practical	30			...	30
	Total	76	76	Seven Six	35	100
CHEMISTRY	Theory	54			21	70
	Practical	28			...	30
	Total	82	82	Eight Two	35	100
COMPUTER SCIENCE	Theory	57			21	70
	Practical	23			...	30
	Total	80	80	Eight Zero	35	100
MATHEMATICS		71	71	Seven One	35	100
TOTAL FOR PART III			309	Three Zero Nine	140	400
GRAND TOTAL (PARTS I+II+III)			409	Four Zero Nine	210	600



Place : Thiruvananthapuram  
Date : 18/05/2004

*(Signature)*  
Joint Director (Examinations),  
Department of Higher Secondary Education,  
Government of Kerala.





# YOUNUS COLLEGE OF ENGINEERING & TECHNOLOGY

VADAKKEVILA P.O., KOLLAM -10. Ph: 0474 - 2724305

## CERTIFICATE

No.

354

Date.....30.11.09.....

This is to certify that.....SHAJIN.A, Puthiya needu  
Munderkkaal East, Polayathodu, kollam.....

is / was a bonafide student of this college studying in the.....final  
semester / year of the four year B.Tech. Degree course in.....

.....Computer Science & Engineering.....

during the academic year.....2004 - 2008.....

His / Her conduct and character are / were.....good.....

This Certificate is issued at his / her request so as to enable him/her.....

.....Course Completed.....

*Sankharsari*

PRINCIPAL

Principal  
Younus College of Engineering  
& Technology  
Kollam - 691 010.



Ministry of Health & Family Welfare  
Government of India

## Final Certificate for COVID-19 Vaccination

### Beneficiary Details

Beneficiary Name / ഗുണഭോക്താവിന്റെ പേര്	Shajin Ahamed
Age / വയസ്സ്	35
Gender / ലിംഗം	Male
ID Verified / പരിശോധിച്ച ഐഡി	Aadhaar # XXXXXXXX8375
Unique Health ID (UHID)	75-0734-4354-1443
Beneficiary Reference ID	58776212229090

### Vaccination Details

Vaccine Name / വാക്സിന്റെ പേര്	COVISHIELD
Date of 1 <sup>st</sup> Dose / ആദ്യ ഡോസിന്റെ തീയതി	21 Jul 2021 (Batch no. 4121Z128 )
Date of 2 <sup>nd</sup> Dose / രണ്ടാമത്തെ ഡോസിന്റെ തീയതി	24 Aug 2021 (Batch no. 4121MC058)
Vaccinated by / വാക്സിൻ നൽകിയത്	Karthika R
Vaccination at / വാക്സിൻ സ്വീകരിച്ച സ്ഥലം	Mundakkal UPHC, Kollam, Kerala



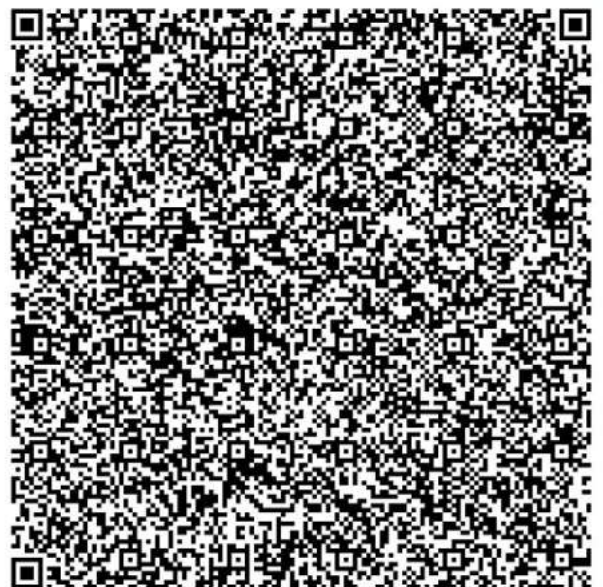
“മരുന്നും കർശനനിയ  
ന്ത്രണങ്ങളും  
Together, India will defeat  
COVID-19”

- പ്രധാനമന്ത്രി നരേന്ദ്ര മോദി

In case of any adverse events, kindly contact the nearest Public Health Center/  
Healthcare Worker/District Immunization Officer/State Helpline No. 1075

എന്തെങ്കിലും പ്രതികൂല സംഭവങ്ങളുണ്ടെങ്കിൽ, അടുത്തുള്ള പ്രാഥമിക ആരോഗ്യ കേന്ദ്രം /  
ആരോഗ്യ പ്രവർത്തകർ / ജില്ലാ ഇമ്യൂണൈസേഷൻ ഓഫീസർ/ സ്റ്റേറ്റ് ഹെൽപ്പ്ലൈൻ  
നമ്പർ 1075 എന്നിവയിൽ ബന്ധപ്പെടുക

**COWIN**  
Winning Over COVID



This certificate can be verified by scanning the QR code at  
<http://verify.cowin.gov.in>