



RAMZAN BEGUM

VISA STATUS : VISIT VISA
EXPIRY DATE : 07/05/2021

+971544605493

ramzanbegum35@gmail.com

Flat no:212, sultan building, near Abu bakar
Alsiddhique metro station,Muteena,Dubai.

OBJECTIVES

To make use of my interpersonal skills to achieve goals of a company that focuses on customer satisfaction and customer experience. A highly organized and hard working individual looking for a responsible position to gain practical experience.

EXPERIENCE

6/2018 - 10/2020

TEACHING ASSISTANT

AT SOUNDARARAJA VIDYALAYA, DINDIGUL.

- Handled EVS and Social studies for grade 5 to grade X students (Middle and secondary classes)
- Demonstrating patience and understanding while managing difficult children.
- Evaluating and grading examinations, assignments and record grades.
- Developing teaching materials such as syllabi, answer key, visual aids or course websites.
- Participates in department meeting for development, implementation and evaluation of curriculum and program policies.
- Working collaboratively with teachers, parents and administrators to address the special needs of students.

5/2017 - 5/2018

FRONT DESK RECEPTIONIST

AT ZENITH TECHNOLOGIES (MYWEBBEE)

- Domain name seller and hosting service provides Customer service, answer and direct calls, process payments.
- Provide support to internal staffs and relevant information to public.

- Operate office equipment and use word processing, spreadsheets, other software applications to prepare reports, invoices, financial statements, letters and maintaining records.
- Executed responsibilities on a daily basis with the use of office equipment including computer, fax machine, copy machine and laminator

TECHNICAL SKILLS

- MS Office (MS Word, Excel, PowerPoint, access)



- Matlab 7, free PCB, Verilog, VHDL, xilinx, multisim software



- OS: Windows XP,10, Vista 7,8, Windows server 2003, 2008,2012, Linux including CentOS, Ubuntu



- Hardware Networking



- Adobe Photoshop



- Database Management



MANAGEMENT SKILLS

- ▢ Leadership.
- ▢ Good Interpersonal Skill
- ▢ Communication Skill
- ▢ Decision making.
- ▢ Patience and Empathy.
- ▢ Ability to work in a multi tasking environment.
- ▢ Database Management
- ▢ Quality Customer Service
- ▢ Ability to handle critical situation

PROJECTS

2/2020 - 8/2020

Aircraft hijack detection system

This project is based on **EMBEDDED** using **ARDINO UNO** presented in the international conference conducted by SBM CET.

1/2018 - 4/2018

Guarded Dual Modular Redundancy technique for ALU protection

This Thesis for ALU protection based on **SIMULATION** using **Multisim and Spice software** presented as Master's final year thesis in SBM CET.

PERSONAL INFORMATION

Father's Name	A.Abdul Kasim
Date Of Birth	8/1/1997
Nationality	Indian
Religion	Muslim
Marital Status	Single
Passport Number	U4118527
Place Of Issue	Madurai
Date Of Issue	28/09/2020
Date Of Expiry	27/09/2030

QUALIFICATION

7/2018 - 9/2020

Master of Engineering (VLSI)

From SBM college of Engineering and Technology

CGPA : 7.3

8/2014 - 4/2018

Bachelor of Engineering (ECE)

From SBM college of Engineering and Technology

CGPA : 7.98

LANGUAGE

- ▢ **Tamil**
Expert
- ▢ **Hindi**
Basic
- ▢ **English**
Intermediate

INTERESTS

- Blogging / Video production
- Mindfulness
- Gardening
- Volunteer Work

REFERENCES

Aasia Begum

Civil Engineer

Working in 0NTIME 24 building construction llc.
Al Garhoud, Dubai.

Email Address : aasiabegum575@gmail.com

Contact Number : +97152841988

DECLARATION:

I hereby declare that the details furnished above are true, correct and complete to the best of my knowledge.



SOUNDARARAJA VIDYALAYA

CBSE Code : 1930133, School No. : 55085

(A Day Boarding School with ISO 9001 - 2015 Certification and the British International School Award)



Natham Road, Dindigul - 624 003, Tamilnadu, India.

Phone: (0451) 2471700 Email: soundararaja2002@yahoo.com Website: www.soundararavidyalaya.org

Ref. No. SRV

Date 20 JAN 2021

SERVICE CERTIFICATE

1. Name of the Employee : Miss.A.Ramzan Begum
2. Designation : Teacher in Social Science
3. Duration of Service : From : 27.06.2018
To : 31.10.2020
4. Responsibilities Assigned : To Teach EVS and Social Science for
Curricular Middle and Secondary Classes.



S. J. S. S. S.
MANAGING TRUSTEE