

RESUME

Mohammad. Saif

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Address: Ramnagar Hyderabad-500020

CARRER OBJECTIVE

Seeking a challenging career in an organization that provide me an opportunity to demonstrate my skills and improve my knowledge and to establish myself in challenging work and put my total effort to deliver commitment expected from me.

EDUCATIONAL QUALIFICATION

| QUALIFICATION | NAME OF INSTITUTION | UNIVERSITY | YEAR OF PASS | PERCENTAGE/GRADE POINTS |
|---------------------------------|--|------------------------------|--------------|-------------------------|
| S.S.C | Little citizens English medium high school | Board of secondary education | 2015 | 82 |
| Intermediate | Krishnaveni Vikas junior college | State board of intermediate | 2017 | 88 |
| Graduation B.COM (Computers) | Government degree and PG college | Satavahana university | 2021 | 80 |

IT SKILL SET

- knowledge in MS office applications (excel, word and PowerPoint)
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WORK EXPERIENCE

- April '4th 2022 to september 2023 Working as Assistant manager at Manappuram finance Pvt limited
- October 2023 to present 2024 working as business executive in shield health care private limited

Strengths

- Good communication skills
- Positive outlook
- Self confidence
- Hard working and Time management

Hobbies

- Browsing net
- Watching movies
- Playing games



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PERSONAL PROFILE

| | | |
|-----------------|---|---------------------------|
| Father's Name | : | Mohammad. Saleem |
| Date of Birth | : | 24, July,2000 |
| Sex | : | Male |
| Languages known | : | English, Hindi and Telugu |

DECLARATION

I hereby declare that the information furnished above is true to the best of my knowledge

Place: Hyderabad
Date:

Yours Sincerely
Mohammad. Saif

[PUBLIC]



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