**m.m.mohamed sarjoon**

No: 351/ 5,A BLOOK J EAST, HIJRA 01 ROOD Sammanthurai.

Sri Lanka.

Mobile No: +94775636630,+947575608280

E-mail: SARJOON323@gmail.com

**CAREER OBJECTIVE**

To ensure a promising position that offers challenging opportunity for career advancement where, I can apply my knowledge and skill to serve the firm to the best of my ability. With the help of my experience for the betterment of company as well as me .

**SRENGTHS**

Ability to work , adaptable to any kind of working environment ,strong desire to learn and adopt new strategies and wish to shoulder the responsibility with sincerity ,diligence and in respect of growth of the organization.

**PROFESSIONAL QUALIFICATION**

* I have Microsoft office &excel knowledge.
* I have computer knowledge.
* Certificate in pc assemly
* Diploma in ICT Knowledge

**WORK EXPERIENCE**

I have one year experience through working form the computer repairing shop

**SKILLS**

* Computer knowledge.
* Microsoft office &excel knowledge.
* Auto CAD 2007, 2009, 2010 knowledge.
* I have Building Construction knowledge and experience

G.C.E (O/L) ISLAM S

TAMIL C

ENGLISH w

Mathematics w

SCIENCE S

HISTRY S

ARABIC C

ENTRE EDS C

DESING&TEC S

**LEADERSHIP & SOFT SKILLS**

* Participated in a career guidance program at Islamic Organization.
* Participated in an English Forum Day at Technical College.
* Good Communication Skills (For Team Working and Negotiations).
* Creativity and Productivity.

**COMPUTER SKILLS**

* Auto CAD 2007,2009,2010
* Proficient in using MS OFFICE software package.
* Windows xp,7&8
* Microsoft office application
* Internet&Email
* Pc Hardware

**PERSONAL DETAILS**

Full Name :MEERA MODITEEN MOHAMED SARJOON

Date of Birth : 1994.04.02

Address : No: 351/5A BLOOK J EAST HIJRA 1ST road .

: Sammanthurai. Sri Lanka

N.I.C No : 945933569V

Civil Status : single

Gender : Male

Nationality : Sri Lankan

**LANGUAGES**

Tamil

English

Singala

**DECLARATION**

I hereby certify that the details above furnished are true and accurate to the best of my knowledge.

M.M.M.SARJOON

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