

# MOHAMMED SHAHABAS.OP

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## CAREER OBJECTIVE

“To work in an organization which provides me with ample opportunities to enhance my skills and knowledge along with contributing to the growth of the organization.”

## AREAS OF EXCELLENCE

- BASIC MS OFFICE (Excel, Word, Power Point)
- DATA ANALYTICS (Power BI)
- Knowledge of TALLY ERP 9
- Time management
- Public relation

## EDUCATIONAL QUALIFICATIONS

### • X-STANDARD

School: GHS NEELANCHERI SCHOOL

Score (in percent): 9.1%

### • XII-STANDARD

School: HIGHER SECONDARY SCHOOL TUVVUR

Score (in percent): 6.9%

### • Bachelor of Business Administration (BBA)

NAJATH ARTS & SCIENCE COLLEGE

Score CGPA: 6.5%

### • Masters of Business Administration (MBA)

ACHARYA INSTITUTE OF TECHNOLOGY ,BANGALORE

## EXPERIENCE & PROJECTS

- Worked as an “DATA ENTRY OPERATOR”

Duration: 6 Months

- Internship at “KITEX GARMENTS pvt ltd”

- Internship at “RBV EXPORTS pvt ltd”

## **PERSONAL SKILLS**

- **Leadership.**
- **Active Listening.**
- **Perfection in any work.**
- **Good communication skill.**
- **Volunteer coordination.**
- **Adaptability.**
- **Relationship building.**
- **Active learning.**

## **PERSONAL DETAILS**

- Father's Name : Muhammed ali op
- Date of Birth : 19-05-2000.
- Nationality : Indian .
- Languages Proficiency : English, Malayalam ,Tamil

## **DECLARATION**

I hereby declare that the information given in the application is true, complete and correct to the best of my knowledge and belief. I understand that in the event of any information being false or incorrect at any stage, my candidature will be liable for cancellation/termination.

MOHAMMED SHAHABAS OP

Place:

Date: