



MOHAMMED SUNI M

Senior executive

AGE - 25

Visa type - Visit visa

Feb 18 - Apr 18

ABOUT ME

I am an energetic, ambitious person who has developed a mature and responsible approach to any task that I undertake, or situation that I am presented with. As a graduate with three years' of experience in data labelling and project management, I am excellent in working with others to achieve a certain objective on time and with excellence.

I am eager to be challenged in order to grow and further improve my IT skills. My greatest passion in life is using my technical know-how to benefit other people and organisations.

EXPERIENCE

- SENIOR EXECUTIVE – INFOLKS PVT LTD
23 OCT 2019 to 31 JAN 2023
-Managing and coordinating the project
-Training and educating fellow workers about the character of the project and the software tool being used
-Tracking and updating about ongoing projects output and achieving day to day targets
-Assigning workers to their roles looking on their performance for the smooth running of the project
-Approving the final output dataset
- MARKETING MANAGER – LA-UNICO EVENT PLANNERS
March 2022 to December 2022
-Managing the process of an event including planning stage, running the actual event itself and the post-event evaluation.
-Managing operational and administrative functions to ensure event is delivered efficiently.
-Ensures event is in line with company's overall marketing strategy and attracts target audience.
- TRAINED FOR EMERGENCY RESPONSE PLAN/AIRLINE DISASTER OPERATION MANAGEMENT
- CERTIFIED IN CRS"ENTER THE WORLD OF AMADEUS
Earners of this certification have demonstrated the technical ability to perform travel industry transactions using Amadeus Selling Platform Connect

EDUCATION

- MBA – HUMAN RESOURCE MANAGEMENT
BHARATHIAR UNIVERSITY – AUGUST 2019
- DEGREE – BBA AVIATION MANAGEMENT
NEHRU COLLEGE OF AERONAUTICS AND APPLIED SCIENCE
YEAR-2019-2016
- +2 COMMERCE – KALLADI HIGHER SECONDARY SCHOOL
MARCH 2016
- SSLC – KALLADI HIGHER SECONDARY SCHOOL
MARCH 2014



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Deira - dubai

SKILLS

Excel

PowerPoint

MS Word

LANGUAGE

English

Hindi

Tamil

REFERENCE

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Accountant

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