



## SANOOB M M

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## SKILLS

- Creative thinking
- Quick learner
- Dynamic
- Observant
- Flexible
- Team player
- Good Communication skills
- Problem Solving

## CAREER OBJECTIVE

A Young, enthusiastic, responsible person with good communication skills and urge to continuously learn and explore, and an ambition for a challenging and demanding position in a growth oriented environment, where there is ample scope for individual and organizational growth.

## EDUCATION

- Completed **B.Com Computer Application** from Bharata Mata College, Thrikkakara, Kerala, India with 65% (2019 – 2022 Batch)
- Completed 12 th from MGM HSS, Kothamangalam, Kerala with 86 % (March 2019)
- Completed 10 th from MGM HSS, Kothamangalam, Kerala with 93 % (March 2017)

## WORK EXPERIENCE

- **Worked as Sales Executive (Full-time) at Kaneli Wood Industries Pvt. Ltd, Kochi, Kerala, India from 10<sup>th</sup> May 2022 to 30<sup>th</sup> April 2023.**  
[The company deals with manufacture and supply of house fittings all around the state].
- **Worked as Sales Executive (Part-time) at Kaneli Wood Industries Pvt. Ltd, Kochi, Kerala, India from 6<sup>th</sup> July 2019 to 24<sup>th</sup> February 2022.**
  - Handled customer orders, requests and complaints.
  - Identifying selling possibilities and evaluate customer needs.
  - Maintaining proper communication with potential clients.
  - Emphasize the features of products to the clients
  - Maintain stocks and replace with the new in change of trends.
  - Communicate with the production teams about the requirements.
  - Maintaining accurate records
  - Gather feedback from customers and share with internal teams.

## PROJECT

- A STUDY ON FINANCIAL STATEMENT OF APOLLO TYRES LTD

## PERSONAL PROFILE

Mother's Name : ZEENATH  
Father's Name : MUJEEB  
Age & DOB : 23, 02 March 2000  
Gender : Male  
Marital Status : Single  
Languages : English, Malayalam  
Known : Tamil

## PROFICIENCY IN COMPUTER

- MS Word, MS Excel, MS Power point, Outlook, Sap fico, Tally
- Basic computer skills.

## CERTIFICATION COURSES

- Certification course in SAP FICO
- Diploma in Digital Marketing
- Certification course in Google - Fundamental of Digital Marketing.

## PARTICIPATIONS

- Attended Webinar Conducted by IBS Cochin, India.
- Attended Webinar on topic "Opportunities in Digital Marketing" Conducted by Forever Living International.

## DECLARATION

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

11-07-2023

SANOOB M M