



FARIS KOTTAPARAMBA


ABOUT ME




Dynamic and results-oriented professional with a proven track record in leadership and management roles. Skilled in strategic planning, team building, and driving organizational growth and profitability. Experienced in overseeing diverse teams and projects, with a focus on optimizing processes, fostering innovation, and delivering exceptional results. Known for effective communication, problem-solving, and decision-making abilities. Committed to continuous learning and development to stay abreast of industry trends and best practices.

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 [linkedin.com/in/faris-kottaparamba](https://www.linkedin.com/in/faris-kottaparamba)

EDUCATION

- Master of Business Administration**
(Supply Chain and Logistics Management)
Cardiff metropolitan University, Cardiff, United Kingdom 2020 – 2022
- Bachelor of Commerce**
Calicut University, Kerala, India 2015 – 2018
- Higher Secondary**
Board of Higher Secondary Examinations, Kerala, India 2013 –2015
- High School**
Board of Public Examinations, Kerala, India 2012 – 2013

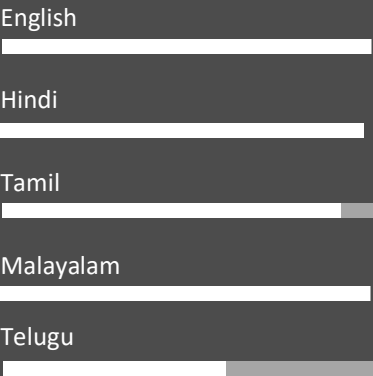
PROFESSIONAL SKILLS

- Leadership
- Strategic planning
- Team building
- Project management
- Risk management
- Negotiation Skills
- Competitor Analysis
- Analytical Thinking
- Customer Service Orientation
- Inventory Management
- Sustainability and Environmental

WORK EXPERIENCE

- Management Trainee | 08/2023- 04/2024**
Malabar Gold and Diamonds, Bhimavaram, Andra Pradesh, India
- Assisted departmental managers in various tasks, including inventory management, sales analysis, and customer service initiatives.
 - Conducted market research and analysis to identify trends, competitive landscapes, and potential areas for business growth.
 - Prepared reports and presentations summarizing key findings, insights, and recommendations for management review and decision-making.
 - Assisted in the recruitment and training of new employees, ensuring alignment with company values, policies, and standards.
 - Supported senior management in evaluating operational processes and recommending improvements to streamline workflows and increase efficiency.
- Facilities Assistant Electric Tug Operation and Training | 11/2020 – 06/2023**
University hospital of Wales, Cardiff, United Kingdom
- Develop comprehensive training programs for new hires and existing staff on electric tug operation techniques and safety procedures.
 - Operate electric tug equipment efficiently and safely to transport goods and materials within the supply chain.
 - Conduct training sessions to educate employees on correct handling motions and manoeuvres required for efficient tug operation.
 - Provided daily cleaning and maintenance services to ensure a safe, sanitary, and welcoming environment for patients, visitors, and staff.
 - Executed assigned cleaning tasks, including mopping, vacuuming, dusting, and sanitizing surfaces in patient rooms, corridors, and common areas.
 - Assisted with the collection and disposal of waste and hazardous materials according to hospital guidelines and safety regulations.
 - Monitored and restocked cleaning supplies and equipment in designated storage areas to ensure availability for daily operations.

LANGUAGES



SOFTWARE PROFICIENCY

- MS Word
- MS Excel
- MS Power point
- Marketing software proficiency

CERTIFICATIONS

- International Conference About Alternative Finance and Socio-Economic Development
- Crisis management (International Business Management Institute, Berlin Germany)
- Project management basic quiz
- Investment Fundamentals (International Business Management Institute, Berlin Germany)

PASSPORT DETAILS

Passport No. : T2644695

Date of Issue : 18/04/2019

Date of Expiry : 17/04/2029

Place of Issue : Kozhikode

PERSONAL DETAILS

Nationality : Indian

Date of Birth : 23/06/1997

Gender : Male

Marital status : Single

Marketing Executive |07/2018 – 11/2019

Era creatio Developers, Calicut, Kerala, India

- Developed and implemented strategic marketing plans to promote the company's real estate projects and services, targeting specific customer segments and market segments.
- Conducted market research and analysis to identify trends, competitor activities, and customer preferences, providing valuable insights to inform marketing strategies.
- Cultivated and maintained relationships with existing clients, real estate agents, and business partners, fostering long-term loyalty and driving repeat business.
- Conducted sales presentations and property tours for prospective buyers, addressing inquiries and providing detailed information about available properties and investment opportunities.

PROJECTS

- Researched and analysed the impact of financial and non-financial incentives on employee performance through a case study conducted at Cuirass Doors Pvt. Ltd., providing valuable insights into effective motivational strategies for enhancing organizational productivity and employee engagement.
- Designed and developed an innovative application aimed at optimizing supply chain networks, leveraging advanced technology to enhance efficiency, transparency, and collaboration across the entire supply chain ecosystem.

DECLARATION

I hereby declare that all the details mentioned above are in accordance with the truth and fact as per my knowledge and I hold the responsibility for the correctness of the above-mentioned particulars.

FARIS KOTTAPARAMBA