



MOHAMMED SAHIL U

HUMAN RESOURCE MANAGEMENT


MALAPPURAM ,KERELA


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SKILLS

- Microsoft Word, Microsoft Excel, Microsoft PowerPoint.
- Technical understanding.
- Communication.
- Problem solving.
- Leadership.
- Multi-tasking
- Team work.
- Employee engagement
- Employee relation.
- Training and Development

About Me

An enthusiastic fresher who is highly motivated to ready to work in any work environment with high leadership, team building skills having professional degree in MBA HRM from Central university of Jammu. Eager to learn new technologies and methodologies. Always willing to innovate and adapt to new environment.

Experience

- 1 year experience in Fybro group of companies (HR consultancy) (2021 Jan – 2021 Dec)
 - Recruiting.
 - Posting job opportunities.
 - Employee relation programs
 - Assisting day to day operations of the HR functions and duties
 - Coordinating HR duties
 - Coordinate communication with candidates and scheduled interviews
 - Conducting meetings with co-workers.
 - Attendance marking
 - Assist in payroll preparation

Education

- **MBA HRM (Major – HRM , Minor – marketing)** 2020-2022
 - Central university of Jammu
 - CGPA – 6.87
- **Bcom computer application .** 2017-2020
 - Calicut university
 - Percentage – 55%
- **Higher secondary study in Biology Science Higher secondary syllabus.** 2015-2017
 - GOVT BOYS SCHOOL MALAPPURAM
 - Percentage – 63.2%
- **High School studies in mathematic science under Kerala state syllabus.** 2015
 - PMSAMAHS Chemmankadavu, Kerala.
 - Percentage mark – 85.5

Languages	Read	Write	Speak
English	😊	😊	😊
Malayalam	😊	😊	😊
Tamil	😐	😐	😐
Hindi	😊	😊	😐
Arabic	😊	😊	😐

HOBBIES

- Surfing Through Internet.
- Football.
- Social media

Projects

- Bcom final year project report .

A study on awareness of Islamic banking with special refrence to Malappuram municipality.

- MBA project report .

Examining the effectiveness of e recruitment process with special reference to HR consultancy.

Achievements and Awards

- NPTEL at Psychology of stress , health , and well being
- NPTEL at academic writing
- NPTEL at Research ethics
- NPTEL at Managing innovation
- Participation of 15 days camp in Research methodology.
- Participation of seminar class of ESI and PF Benefits.

Declaration

I hereby declare that all the above-mentioned data in my resume are correct to my best of knowledge andbelieve. I bear the responsibility of error in data if occur in future.