

BIJU KUMAR M J

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Permanent Address

Gokulam NNRA -67A
Perapooru lane,
Near NSS karayogam,
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Thiruvananthapuram, Kerala,
India.
Pin: 695043

Personal Details

DOB	:	23-05-1994
Sex	:	Male
Marital Status	:	Single
Nationality	:	Indian
Passport Details	:	T8153014 (27/08/2029)

Languages known:

English, Malayalam, Hindi,
Tamil

Career Objective

To seek a challenging position, where performance is rewarded with new responsibility to power up my career ahead”

Key Skills

- Financial planning.
- Strategy development .
- Evaluations.
- Continuous improvements.
- Report generation.
- Customer relations.
- Ability to analyze information.
- Good communication skills.
- Quality control management.
- Quick learner with the ability to quickly adapt to new technologies.

Experience

2018/11 – Research Analyst

HMA Consultant Technologies, Thiruvananthapuram, Kerala

Collected and recorded data at various field sites for later assessment and data analysis. Reviewed and verified data before entering into the database to enhance research quality and accuracy.

Accurate Research Analyst with expertise in traditional and modern research methodologies. Skilled in providing strategic solutions and assessing project performance. Hands-on experience completing development research and leading detailed competitive assessments. Business Associate supporting clients and serving as primary business contact. Excel in building relationships with clients, identifying new business opportunities, handling client communication and communicating business offerings to customers. Highly motivated and positive individual with great organizational and communication skills. Customer service master and efficient problem solver. Deftly manage administrative functions of the practice. Provide thorough answers and solutions and provide an exceptional customer experience.

Engaged in focused preparation for competitive examinations, with the belief that this endeavor would enhance proficiency across diverse disciplines and further develop problem-solving skills.

Professional Strengths

- Ability to learn fast.
- Ability to work under deadlines.
- Ability to adjust in various working hours.
- Leadership qualities.

Educational Qualification

Qualification	Year	University/ Board
B.COM (Taxation Law And Accounts)	2015	Kerala University
Plus Two (Commerce)	2012	Board of Higher Secondary Education Dept.
SSLC	2010	Board of Kerala

Declaration

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

Yours Sincerely

Date:

Place: Trivandrum

Biju kumar M J