



CURRICULUM VITAE

Muhammed Kunju Jalaludeen Kunju
Madichaparambil (H), Pallana P.O
Thrikkunnapuzha,
Alappuzha. 690515
Kerala. India.
Mobile: +91-9539913991, +91-9747272786
Email: muhammed.mj@gmail.com

EDUCATIONAL BACKGROUND:

EDUCATIONAL QUALIFICATION:

Level: X standard state board. (MARCH 2002)

Name of Institution: MahaKavi Kumaranasan Memorial High School, Pallana.

Additional Qualification:

Driving License:

1. Saudi Arabia Valid License Light Motor Vehicle
Dated: **25-August-2024**, Expiry: **03-July-2029**.
Place of Issue: Kingdom of Saudi Arabia
License No: 2579839982
2. Qatar Valid License Light Motor Vehicle
Dated: **31-March-2009**, Expiry: **27-May-2030**
Place Issued: Doha, Qatar.
Licence No: 28535618392
3. Indian Valid License Light Motor Vehicle
Dated: **04- August-2023**, Expiry: 06-**September** -2033.
Place of Issue: Ernakulum, India.
License No: KL 39 20030002244

EMPLOYMENT PROFILE:

1. **PERIYAR FOODS WLL, Birkat Al Awamer, Doha, Qatar**
Position Title: Sales cum Driver (july 2024 -July2025)

Duties and Responsibilities:

1. Made Local sales orders and raising invoices.
2. Handles sales and delivery responsibilities

2.CYBER IMAGE, Ernakulam,Kerala,India

Position Title: Marketing & Sales(October 2013 - July2024)

Duties and Responsibilities:

3. Overseeing daily operations in the Sales department.
4. Made Local sales orders and raising invoices.
5. If required provide the detail to customer accordingly.

2.Abu Issa Holdings, Doha, Qatar.

Position Title: Client Receiver(December -2008- September 2013)

Duties and Responsibilities:

1. Client Receiving in good manner with safely and secure.
2. Time management.
3. Handling petty cash vouchers and distribution.
4. Purchasing all office accessories.

3.International Trade Link, Cochin, Kerala, India.

(ITL Tourism and Travels)(April-2005 to December-2008)

Position Title: Client Receiver

Duties and Responsibilities:

1. Client Receiving in good manner with safely and secure.
2. Time management.
3. Arranging Meeting hall and coordinate for conducting interviews for recruitment process.
4. Visa processing for qualified candidates and make arrangements accordingly.

4.Computer India Private Limited, Cochin, Kerala, India.

Position Title: Marketing Executive (Sales) (March-2002 to April-2005)

Duties and Responsibilities:

- 1.Meeting an Existing customer and new customer in Cochin and surroundings.
- 2.Made Local purchase orders and raising invoices.
- 3.Payment collection accordingly.
6. If required provide the detail to customer accordingly.

PERSONAL PARTICULARS:

Fathers Name: **Jalaludeen Kunju**
Age: **39 years**
Date of Birth: **29 May 1985**
Gender: **Male**
Religion: **Muslim**
Marital Status: **Married**
Residence: **India**
Passport No: **C8526958**
Place of Issue: **RIYADH**
Date of Issue: **21-04-2025**
Date Of expiry: **20-04-2035**

LANGUAGES SKILLS:

Malayalam, English, Tamil and Hindi

MY STRENGTH:

Total Commitment towards whatever I do.
Patience, Smart work, Optimistic Attempts to Learn.

PREFERENCES:

1. Willing to Travel: Yes.
2. Expected Monthly Salary: Negotiable / As per Company Norms.
3. Availability: Immediate

MISCELLANEOUS:

Other interest & Hobby:
- Music. - Cricket. - Sports like Volley Ball & Foot Ball.
- Traveling. - Reading Travel Literature.

DECLARATION

I hereby declared that the above given information is true to the best of my knowledge and belief and can be supported by relevant certificates/documents.

Muhammad Kunju