

## **M. SUJITH**

**Mobile:** +974 6620 0301

**Email:** sujith85msv@gmail.com

**Location:** Doha, Qatar



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### **Professional Summary**

Dedicated and self-motivated Administrative Leader with over 17 years of experience in operations and team management within the Qatar Ministry of Municipality. Proven track record in workforce allocation, strategic planning, and operational efficiency. Recognized for strong leadership, motivational ability, and commitment to organizational goals.

### **Core Competencies**

- Workforce & Resource Allocation
- Team Leadership & Mentoring
- Operations & Performance Management
- Stakeholder Communication
- Decision-Making Support
- Process Improvement
- Municipal Public Services
- Cleanliness & Safety Management

### **Professional Experience**

#### **Ministry of Municipality Qatar – Doha, Qatar**

##### **Area Manager – General Cleanliness Department (2017 – Present)**

- Led a team of over 100+ municipal staff across different zones.
- Implemented SOPs for cleanliness and waste collection procedures.
- Ensured adherence to environmental safety standards.
- Prepared operational reports and reviewed staff performance.
- Liaised with management and external stakeholders.

##### **Senior Supervisor – General Cleanliness Department (2012 – 2016)**

- Coordinated logistics and shift allocation for cleaning units.
- Mentored junior supervisors on field inspection protocols.
- Provided support in administrative reporting and resource planning.

**Supervisor – General Cleanliness Department (2008 – 2011)**

- Supervised ground-level cleaning crews and ensured daily coverage.
- Reported field activity summaries to head office on schedule.
- Maintained operational logs and cleanliness checklists.

**Vaishnovi Infrastructure Pvt. Ltd. – India**

**Assistant Admin (Jan 2007 – Sep 2008)**

- Managed day-to-day administrative functions of the trading unit.
- Organized documentation for imports and stock dispatches.
- Supported communication between accounts and operational staff.

**Education**

- Master of Business Administration (MBA), Finance & Marketing  
Sathyabama University, Chennai – 2007
- Bachelor of Commerce (B.Com)  
St Jude's College, Thoothoor – 2005

**Additional Information**

- **Joining Availability:** Immediate
- **Preferred Location:** Open to any location
- **Languages:** English, Arabic, Hindi, Malayalam, Tamil
- **Skills:** MS Office, Internet Applications
- **License:** Qatar Driving License (Light Vehicle)

**Personal Information**

- **QID:** 28535617171
- **DOB:** 07/05/1985
- **Nationality:** India
- **Gender:** Male

**Declaration**

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

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**M SUJITH**

State Of Qatar  
Residency Permit



دولة قطر  
رخصة إقامة

ID.No: 28535617171 الرقم الشخصي  
D.O.B: 07/05/1985 تاريخ الميلاد  
Expiry: 30/10/2027 الصلاحية  
Nationality: INDIA الجنسية  
Occupation: مراقب المهنة  
الإسم: سوجيث موروجيسن



Name: SUJITH MURUGESAN

Passport Number: S2368675 رقم جواز السفر  
Passport Expiry: 12/05/2028 تاريخ انتهاء الجواز  
Serial No: 30628535617171 الرقم المسلسل  
Residency Type: عمل نوع الرخصة  
Employer: وزارة البلدية المستقدم

مدير عام الإدارة العامة للجوازات  
General Director of the General  
Directorate of Passports

توقيع حامل البطاقة  
Holder's signature

Sujith



State of Qatar  
Ministry of Interior  
Traffic Department

دولة قطر  
وزارة الداخلية  
إدارة المرور



DRIVING LICENSE

رخصة سوقي

28535617171

الرقم الشخصي

الإسم: سوجيث موروجيسن



NAME SUJITH MURUGESAN

NAT. INDIA

الجنسية الهند

DATE OF BIRTH 1985-05-07

تاريخ الميلاد

BLOOD GR. AB-

فصيلة الدم

FIRST ISSUE 2009-06-10

ت. اول إصدار

VALIDITY

2029-06-11

ت. الإنتهاء

This license must be produced on demand to any police officer in uniform or on production of warrant card by police officer not in uniform  
يجب إبراز هذه الرخصة لمن يطلبها من رجال الشرطة سواء كان بالزي الرسمي أو عند إبراز هويته في حالة كونه بالملابس المدنية

Authorized Vehicles	المركبات المصرح بقيادتها	ملاحظات
EXCAVATOR حفار	MOTOR CYCLE دراجة نارية	نظارة طبية Glasses
CRANE كرين	CAR سيارة خفيفة	عدسات Lenses
LOADER شوبل	BUS حافلة	أوتوماتيك Automatic
FORKLIFT رافعة شوكية	MED. TRUCK شاحنة متوسطة	احتياجات خاصة Handicaps
OTHER أخرى	TRAILER قاطرة ومقطورة	إعاقات سمعية hearing unsuitability
		التبرع بالأعضاء Organ Donation

Licensing Authority

سلطة الترخيص



\* 28535617171 \*

1. The first group of variables includes the demographic characteristics of the respondents, such as age, gender, and education level. These variables are used to control for potential confounding factors that may influence the dependent variable.

РЕЗУЛТ / OBSERVATION

विशिष्ट सेवा / MISCELLANEOUS SERVICE

ପିତା / ବାପାଙ୍କର ନାମ / Name of Father / Legal Guardian

MURUGESAN

CHILD ID / CHILD / NAME OF MOTHER

MEENA KUMARI

पति या पत्नी का नाम / Name of Spouse  
ISWARIYA SUJITH

Name / Address

15/14 MEENA VILLA PANDAGASALAI

CHETTI ST ERAYUMANTHURAI THOOTHOR

FOOTHURAI PO KANYAKUMARI DT, TN

पुनर्गते यात्रापोस्ट का नं. और उसके जारी होने की तिथि एवं स्थान / Old Passport No. with Date and Place of Issue  
**28/04/2008 MADURAI**  
**67482300**

Order No. / File No.

QATDP2088518 OLD PPT CLD AND RETURNED

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भारत गणराज्य REPUBLIC OF INDIA

प्रकार / Type **P**     
 राष्ट्र कोड / Country Code **IND**     
 पालपोस्ट नं. / Passport No. **S2368675**



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IND

52368675

MURUGESAN

Read again / Give

पिछा कएन जोग / Given Name(s)

## SUITS

Organization / Nationality

भारतीय / INDIAN

NAME / Place of Birth

GRAYUMANTHURAE

DOHA

जारी करने की तिथि / Date of Issue	समाप्ति की तिथि / Date of Expiry
13/05/2018	12/05/2028

P<INDMURUGESAN<<SUJITH<<<<<<<<<<<<<<<<<<  
S2368675<1IND8505073M2809128<<<<<<<<<<<<<<<



# SATHYABAMA UNIVERSITY

(Established under Section 3 of the UGC Act, 1956)

(A CHRISTIAN MINORITY INSTITUTION)

**சத்யபாமா பல்கலைக்கழகம்**

(பல்கலைக்கழக மானியக் குழு பிரிவு 3, சட்டம் 1956ன் கீழ் நிறுவப்பட்டது)



## FACULTY OF MANAGEMENT STUDIES

மேலாண்மையியல் புலம்

*The Board of Management of Sathyabama University, hereby makes known that*  
**SUJITH M** *has been admitted*  
*to the* **DEGREE OF MASTER OF BUSINESS ADMINISTRATION** *having*  
*been certified by duly appointed Examiners to be qualified to receive the degree and*  
*was placed in the* **FIRST CLASS** *at the Examination*  
*held in April 2007.*

சத்யபாமா பல்கலைக்கழக மேலாண்மை அவை, 2007 ஆம் ஆண்டு ஏப்ரல் மாதம் நடந்த வணிக ஆள்முறை இயல் தேர்வில் சுஜித் மு என்பவர் முதல் வகுப்பில் தேர்ச்சி பெற்றார் என்று தக்க தேர்வாளர்கள் சான்றளித்தபடி, வணிக ஆள்முறை இயல் நிறைஞர் என்னும் பட்டத்தை அவருக்குப் பல்கலைக்கழக இலச்சினையுடன் வழங்குகிறது.

*Given under the seal of the University*



  
Registrar  
பதிவாளர்

  
Director  
இயக்குநர்

  
Director  
இயக்குநர்

  
Vice-Chancellor  
துணைவேந்தர்



Dated : July 11, 2007  
தாள் : ஜூலை 11, 2007

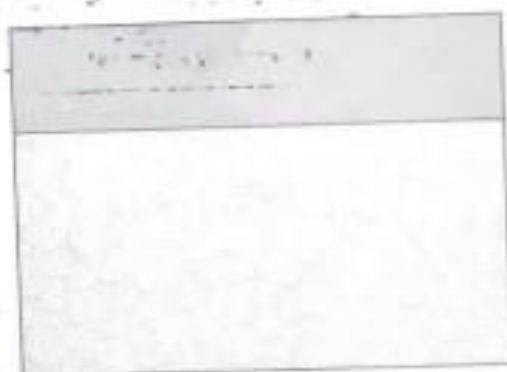
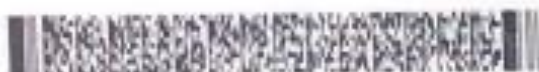
Jeppiaar Nagar, Chennai - 600 119,  
Tamil Nadu, INDIA.  
ஜேப்பியார் நகர், சென்னை 600 119,  
தமிழ்நாடு, இந்தியா.

Reg.No : 2541378

Sl.No : 2772541 C 2847



CS-20-11



Read by	<i>A.P.</i>
Verified by	<i>Vaishnavi</i>







# SATHYABAMA UNIVERSITY

(Established under section 3 of UGC Act, 1956)

Jeppiaar Nagar, Old Mamallapuram Road, Chennai - 600 119, Tamil Nadu, INDIA.

## TRANSFER CERTIFICATE

Sl. No.: T611541274

Date: 05/04/2007

1. Name of the Student in full : *SUJITHA*
2. Registration Number : *2541378*
3. Name of the Father / Guardian : *K. MURUGESAN*
4. Nationality : *INDIAN*
5. Date of Birth (in words) as entered in the University Records : *7/5/1985 (SEVEN FIVE NINETEEN EIGHTY FIVE)*
6. Date of Admission : *24/08/2005*
7. Class & Course to which the student was admitted : *M.B.A [Master of Business Administration]*
8. Semester studied at the time of leaving : *FINAL SEMESTER*
9. Whether he / she has completed the course : *YES - COMPLETED*
10. Whether qualified for promotion to a higher course : *Refer to University Exam Mark Sheets*
11. Date of leaving : *05/04/2007*
12. Character & Conduct : *GOOD*



REGISTRAR