



RASMIN MOHD ISMAIL

+91 7025332119 | mohdismailrasmin@gmail.com | Kodungallur, Kerala, India

ACADEMIC CREDENTIALS

- 2022 **PGDE (pursuing)**
 - Birmingham City University
- 2021 **PhD: SCHOLAR in Management (Pursuing)**
 - Deemed University
 - KAHE
- 2020 **MTTM**
 - Annamalai University
- 2015 **MBA (Travel & Tourism)**
 - Kerala University
- 2013 **BTTM (Travel and Tourism Management)**

COMPUTER PROFICIENCY

MS Office	★★★★★
Basic Operations	★★★★★
Internet & Email	★★★★★

PERSONAL STRENGTHS

- **COMMUNICATION** - Interpersonal skills – verbal, problem solving and listening skills in any administrative role.
- **SERVICE** - Having a student focused approach Skills include Patience, Attentiveness and a positive language.
- **ORGANIZATION** - Helping others, organizing a to-do list. Prioritizing tasks by the deadline for improving time - management.
- **MANAGEMENT**- Management skills to direct others and review others performance.

CAREER ABRIDGEMENT

To achieve a challenging position in a professional organization through self - improvement by excelling in all responsibilities with sincere hard work, dedication & commitment. To work towards the development of the organization & grow with it.

KEYSKILLS

Team Work

Work Ethic

Communication

Leadership

Organization skills

Time Management

Interpersonal ability

Detail Oriented

Punctual

Quick Learner

Hardworking

Analytic Skills

EMPLOYMENT CHRONICLE

- **ASSISTANT PROFESSOR | 5 Months**
KKTU GOVT COLLEGE PULLUT KERALA, INDIA
- **ASSISTANT PROFESSOR | 4 Years**
MES ASMABI COLLEGE KODUNGALLUR, KERALA, INDIA

KEY RESPONSIBILITIES

- Assisting with various departmental duties and providing academic support to Professors and other staff.
- Recruiting, training, and mentoring new junior staff.
- Prepared new syllabus for the course.
- Attended the duties as External Examiner on Management Project Viva- voce held at this center.
- Teaching and supervising undergraduate and graduate students.
- Providing demonstrations and supervising experiments and investigations.
- Prepared the question Bank for the course.
- Answering questions in class or via email or telephone.
- Provided Department Heads with feedback on studentprogress.
- Attending faculty and departmental meetings and voicing concerns or providing suggestions for improvement.

LANGUAGES KNOWN

English		100 %
Malayalam		100 %
Hindi		85 %

INTERESTS



Songs



Travelling



Reading

REFERENCE

- Available upon request

PERSONAL DOSSIER

Gender : Female
Date of Birth : 10-08-1991
Nationality : Indian
Marital Status : Married
Permanent Address : Rasmin Mohd Ismail
Kadambot (H) P.O Eriyad,
Kodungallur, Kerala, India

PASSPORT DETAILS

Passport Number : P4064002
Date of Expiry : 24-08-2026
Place of Issue : Cochin

DRIVING LICENSE DETAILS

Holder of Valid **Indian** Driving License
License Number : 46/8524/2013

DECLARATION

I hereby declare that the above-mentioned information is true and I bear the responsibility for the correctness of the above-mentioned particulars

RASMIN MOHD ISMAIL