



MUHAMMED SADIQUE

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A RESULT ORIENTED & INNOVATIVE TRAINING CONSULTANT

Started as a part-time training consultant in the year 2009 and turned into fulltime in the year 2012. Pursuing as, a freelance professional corporate trainer; having good clients list.

PROFILE SUMMARY

- Specialization in:
Delivering trainings on topics such as Communication skills, Leadership, Team Building, Positive Mental Attitude, Effective Public Speaking, Effective Selling, Customer Service Management, Performance Development, Management Development, Stress Management, Business Process Management, Time Management, Conflict Management, Coaching & Mentoring etc. for new joiners, frontline staff, middle and Senior Managers
- Proficient in bringing transformation in people to adopt new ways of working; skilled in translating employee development behaviours into learning designs
- Acquired experience in operations management, process management and service delivery, with experience in improving quality and enhancing operational efficiency
- Self-motivated with excellent planning, interpersonal & leadership skills; ability to interact easily with people of diverse backgrounds, cultures and professional levels



Excellent negotiation skills

Outstanding interpersonal skills



Effective coaching & mentoring abilities

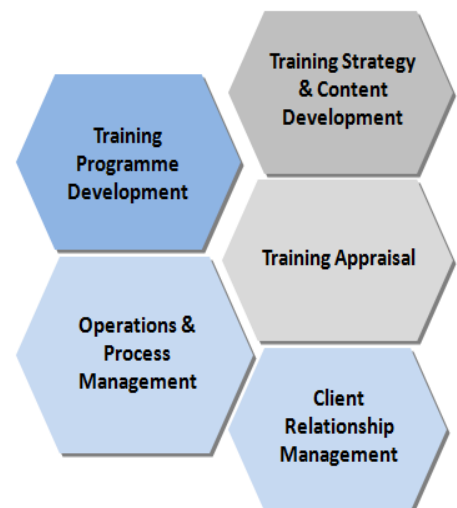
Excellent time management skills



PERSONALITY TRAITS

CORE COMPETENCIES

- Devising & implementing training strategy; analysing business needs and learning needs; taking decisions on why a training program is seen as the recommended solution to a business problem. Strong analytical skills on understanding and correlating performance drivers.
- Identifying training incumbents and their level of existing knowledge on the subject; undertaking an analysis of the tasks performed and job requirements; analysing documents, procedures used on the job; ensuring that the training content does not contradict job requirements
- Handling new process launches with accountability of analysis of data. Ensuring compliance to the laid guidelines (IOPs and SOPs) and meeting performance targets
- Building strong rapport with customers through customer centric approach; maintaining cordial relations with customers to sustain the profitability of the business



KEY SKILLS

TRAINING CERTIFICATIONS

- Certified Retail Trainer of Reliance Retail
- Certified Trainer of Maruti Suzuki India Ltd.
- Certified at Faculty Development Program at National Institute of Technology (NIT), Calicut, Kerala
- Certified National Trainer Junior Chamber International (JCI), India

WORK EXPERIENCE

June 2009 – till date as Freelance Corporate Trainer with various MNCs conducting Behavioral and Soft skills Training programs in India and Dubai - UAE

Accomplishments:

- Holds the distinction of developing & implementing trainings on Soft skills & Communication skills, such as:
 - Campus to Corporate, Leadership, Team Building, Performance Development, Outbound programs
 - Creative Problem Solving, Management Development, Stress Management, Goal Setting, Train the Trainer
 - Business Process Management, Culture Sensitisation, Time Management, Conflict Management
 - Change Management, Coaching & Mentoring, Selling skills
 - Customer Relationship Management, Customer Service



SOME OF MY KEY CLIENTS

EDUCATION

- Post Graduate Diploma in Counseling and Psychotherapy, University of Kannur, 2015
- Master of Business Administration, University of Madras, 1996
- Bachelor of Science (Chemistry), University of Calicut, 1994

PERSONAL DETAILS

Date of Birth: 49, 25th May 1972
Address: Crescent, Uliyil Post, Mattannur Via, Kannur District, Kerala – 670 702
Languages Known: English, Arabic, Hindi, Tamil and Malayalam