

Curriculum Vitae

Md. Mudassir Alam

Public Relation Officer (PRO)
Central University of South Bihar
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Professional Qualification & Experience:

Masters in Journalism & Mass Communication (2003-2005) from Aligarh Muslim University (AMU), Aligarh with **1st Division (67.50%)** with experience of Over **15 years** in the field of Media, Journalism and Manager Content.

Current Employer & Responsibilities:

- Working as **Public Relation Officer (PRO)** with **Central University of South Bihar** (Established by Central Universities Act, 2009) from **10th January 2014** till date.

Work responsibilities include managing the Public Relations department of the University and handling related works such as issuing Press releases in English, Hindi and Urdu to the media houses, organizing Press conferences as per the requirements on time-to-time basis, ensuring wide coverage for the University's happenings, activities, events and achievements. Taking care of the printing materials and publicity materials of the University like newsletters, brochures, Annual reports, University notice advertisement publication in newspapers, etc.

Keeping track with Hon'ble Vice-Chancellor for important events such as convocation and working neck-to-neck as a part of the core team. Monitoring the hospitality of dignitaries visiting the University in company of supporting staff of the department. Overall, presenting a good and positive image of the University before its stakeholders such as common people, students, parents / guardians of the students, faculty members and staff, and also the visitors with an extremely polite and professional approach.

Previous Employers:

1. Worked with **The Times of India (TOI)** group in its Film City, NOIDA office as **Manager (Content)** during **1st March, 2012** to **8th January, 2014**. Work responsibilities included handling a team of writers as well as web designers, guiding and training them about the product of the company. As the manager doing regular meetings through web-conferencing with the managers of the company posted in the metros and other locations of the country.
2. Worked with **Make My Trip India (Private) Limited** (www.makemytrip.com) as a **Senior Executive Content**, from 18th August, 2008 till 29th February 2012. Handled a team of 20 members writing travel articles, travel news, etc.
3. Worked as a **Content Writer** in **IndiaMart InterMesh Limited** (www.indiamart.com) from 16th March 2006 to 13th August, 2008. Work responsibilities included writing articles and managing various news portals.
4. Worked as a **News Editor** in **Hollybolly Network Pvt Ltd**, an entertainment based portal (closed down now) from 10th October, 2005 to February 2006. Work responsibilities included writing articles on Bollywood and Hollywood, and other film related happenings including taking interviews of movie stars.

Publications:

- Published over 500 *Articles, Bylines* and Features in leading newspapers and news portals of India and abroad such The Hindu, The Times of India, Hindustan Times, The Indian Express, The Pioneer, The Milli Gazette, Daily Excelsior, etc.

Awards and Recognitions:

- Gold Medalist for achieving top position in B.Sc (Hons.) Zoology by Aligarh Muslim University (AMU), Aligarh
- Conferred with **Yoddha Award** (Best Performer Award) by **MakeMyTrip India Pvt. Ltd.** in **May, 2011**
- Conferred with **Citizen Journalist Award** by MeriNews portal www.merineews.com in **August, 2007**
- Conferred with **Best Performer Award** by IndiaMart InterMesh Ltd. in **January 2007**.

Academic Qualifications:

- **B.Sc (Hons.) Zoology** in 2002 with **1st Division (72.93%)** and **Gold Medalist**, from AMU, Aligarh.
- **Intermediate (PCB)** in 1998 with **1st Div (72.41%)**, BIEC, Patna, Bihar.
- **Matriculation** in 1996 with **1st Div (64.44%)**, BSEB, Patna, Bihar.

Projects Undertaken:

- Made a short duration film titled “**Ransom**” (of 15 minutes duration) as a part of departmental training under the supervision of the renowned Producer- Director **Mr. Gurveer Singh Grewal**, AVI Enterprises Ltd.
- Dissertation submitted for the award of the Degree of MJMC– Project Title “**A Study of Depiction of Economic Issues In Hindi Cinema.**”

Extra-Curricular Activities:

- Use to participate in various seminars, conferences and workshops as speaker / resource person, contribute articles for newspapers on frequent articles on various topics. Also participated in cultural activities at the school and university levels, and had active role in debating and quiz competitions.

Personality Assets:

Confident, Sincere, Hardworking, Goal-oriented.

Computer & Social Media skills:

MS-Word, MS - Excel, MS – Power Point. Very efficient on working over computer and well-acquainted with internet and its various applications like mailing, social networking, etc. Also, managing the YouTube Channel, Facebook Page, Twitter, Instagram Accounts of the University.

Languages Known:

English, Hindi and Urdu

Hobbies:

Travelling and writing

Personal Details:

Date of Birth : 14-11-1981
Father's Name : Late Mr. Md. Masood Alam
Mother's Name : Mrs. Maskina Bano
Marital Status : Married
Permanent Address : At: New Colony, Kajlamany Road
Dist: Kishanganj, (Bihar). India
Pin: 855107

References:**(i) Mr. Abul Hayat**

Financial Adviser & Chief Accounts Officer
Indian Railway, Guwahati Division
Contact No: +91- 9717648517

(ii) Prof. Rizwanul Haque

Head, Dept. of Biotechnology
Central University of South Bihar,
Gaya - 824326, Contact No: +91- 7909066571

Dated:

Place: Patna

(Md. Mudassir Alam)