



ZAINUL ABEDIN

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To work with sincerity and integrity in an organization where I can improve my skills and continuously improve my performance as well as I can give my best to the organization.

PROFESSIONAL SKILLS:

- Proficient in various software such as Microsoft Office, XP, 2000, etc
- Strong written and communication skills
- Leadership Quality
- Ability to multi-task

WORK EXPERIENCE:

Organization- Teerthanker Mahaveer University, Moradabad

March 2015-till date

Designation- Coordinator and faculty in the department of optometry.

Responsibilities-

- Lecture Delivery,
- Conducting practical classes,
- Coordinating in all academic related activities of the department of optometry.
- Office work related to attendance on daily & monthly basis,
- Maintaining all the files related to undertaking and mentorship of students,
- Helping in conducting internal assessment theory and practical examination,
- Any other assignment given by the higher authority

Organization- Titan Eye Plus (franchise),

March 2014- Feb 2015

Designation- Store manager-cum-Optometrist

Responsibilities-

- History taking of the patients
- Refraction/eye-testing of patients
- Offering advice and reassurance about vision-related matters
- Contact lenses fitting and assessment of patients
- Writing referral communications to doctors
- Quality Checking of prescribed spectacles and lenses before dispensing
- Co-operate with other staffs and helps to achieve sales target
- Daily and monthly reporting of sales and stock
- Any other assignment given by the higher authority

Organization- Faces Vision and East face (Saudi Arabia),

Dec 2012 – Jan 2014

Designation- Store manager-cum-Optometrist

Responsibilities-

- History taking of the patients
- Refraction/eye-testing of patients

- Offering advice and reassurance about vision-related matters
- Contact lenses fitting and assessment of patients
- Writing referral communications to doctors
- Quality Checking of prescribed spectacles and lenses before dispensing
- Co-operate with other staffs and helps to achieve sales target
- Daily and monthly reporting of sales and stock
- Any other assignment given by the higher authority

Organization- Sanjeev Netralaya and Dental Care Centre.

July 2009 – Sept 2012

Designation- Consultant Optometrist

Responsibilities-

- History taking of the patients
- Refraction/eye-testing of patients
- Offering advice and reassurance about vision-related matters
- Responsible for in-house optical sales and dispensing
- Offering help and advice for patients choosing frames and lenses
- Contact lenses fitting and assessment of patients
- Quality Checking of prescribed spectacles and lenses before dispensing
- Managing the sales aspects of spectacles, contact lenses and other vision care products
- Any other assignment given by the higher authority

EDUCATIONAL BACKGROUND:

YEAR	DEGREE AWARDED	NAME OF INSTITUTION	DIVISION
2018	M.Sc in Optometry	Himalayan University	First
2009	Post Graduate Diploma In Management (PGDM).	AIMA-Centre for Management Education.	First
2007	Bachelor Of Optometry and Vision Science (B.OPTM).	George College of Management and Science (W.B.U.T.)	First with Distinction
2003	Higher Secondary	Lajpat Hindi High school. (W.B.C.H.S.E.)	Second
2001	Madhyamik	Kankinara High School (W.B.B.S.E)	First

TRAINING AND WORKSHOP :

- Completed Eye Teach Blended Learning Program conducted by Indian Vision Institute under Brien Holden Vision Institute.
- Participated in Face to Face Workshop conducted by Brien Holden Vision Institute under OSD Program by Helen & Dalton in Amity University, Gurgaon.
- Completed Myopia Control Course (30 Hours-online) conducted by Indian Vision Institute under Brien Holden Vision Institute.
- Attended one day workshop on Neuro-optometric Rehabilitation in Sankara Nethralaya, Chennai.
- Attended 3 days Annual Conference (AIIMS OPTOMETRY EXPLORER) in AIIMS, New Delhi.
- Attended one day workshop on Low Vision Rehabilitation in C L Gupta Eye Institute, Moradabad.
- Participated in one day workshop on Contact Lens Dispensing in C L Gupta Eye Institute, Moradabad.
- Appointed as an External Examiner to conduct External Practical Examination in Galgotias University.

ARTICLE PUBLISHED:

- Co-Author in Poster Presented on “Demographic and Clinical Profile of Patients presenting at low vision clinic of tertiary eye care centre in Sitapur District” in World Council of Optometry Conference, 2017 in Hyderabad.
- Title-Role of Optometrist in Quality Dispensing, published in The Indian Optician.
- Title-Effectiveness of OrthoKeratology in Managing Myopia-Under Publication.
- Title-Role of Optometrist in Community Eyecare-Under Publication.

ACHIEVEMENTS:

- Placed among the outstanding participants in the English Essay writing competition organized by “Evergreen Welfare Society” on August' 2001 in Garden Reach, Kolkata

HOBBIES & INTEREST:

- Organizing and conducting Eye camps and helping the community,
- Listening to music and watching old movies,
- Traveling,
- Teaching.

PERSONAL DETAILS:

Father's Name- Abdul Halim
Present Address- Teerthaker Mahaveer University,
College of Paramedical Sciences,
Delhi Road, Pakbada, Moradabad.

Permanent Address- G-174/1, Shyamlal Lane,
PO&PS-Garden Reach, Kolkata-700024

DOB- 22nd of November,1984

Marital Status- Married

Languages Known- Arabic , English, Hindi, Urdu and Bengali.

Declaration-The details stated above is true to the best of my knowledge.

Place-

Date- _____

Signature