

ABDUL RASACK ERADAN

+91 9747514113

earasack@gmail.com

Eradan House , Meppadi PO Wayanad

Kerala , India 673577

CAREER SUMMARY

 [linkedin.com/in/abdulrasackeradan](https://www.linkedin.com/in/abdulrasackeradan)

Aim to be associated with a progressive organization to work skillfully by displaying and applying my knowledge and work to the satisfaction of the organization and thus to better my career.

I have above 15 years experience in various posts in Dubai , Bahrain , Saudi Arabia , Oman and India.

WORK EXPERIENCE

GROUP HR & ADMIN MANAGER

PAZHERI GROUP OF CO. (PROPERTIES & DEVELOPERS) Palakkad Kerala India

Feb 2025 - Present

- Develop and Implement HR strategies and policies that align with the company's objectives and goals.
- Lead and manage all aspects of the HR function including Talent Acquisition, Talent Management ,Compensation and Benefits , employee engagement and organizational development.

MANAGER - OPERATIONS (RETAIL)

SOUQ AL ARAB INT. DISCOUNT CENTRE Azaiba , Muscat - Oman

Feb 2024 - Mar 2025

- Oversees the day to day operations of retail stores focusing on maximizing sales profitability and customer satisfaction.
- Manage store staff maintain inventory ensure compliance with company policies and implement strategies to improve operational efficiency.

GENERAL MANAGER (ADMIN & HR)

AONE MALL LLP (Hyper & Supermarkets) Tirur , Malappuram Kerala , India

Sep 2022 - Jan 2024

- Manage the Hyper & Supermarket's budget including monitoring expenses and minimizing waste.
- Collaborate with suppliers and negotiate contracts to ensure competitive pricing and quality products.

ADMINISTRATOR & HR MANAGER

SUVAIDYA AYURVEDA HOSPITAL Kottakkal , Malappuram ,Kerala , India

Sep 2021 - Aug 2022

- Manage the day to day operations of the hospital including staffing scheduling and workflow optimization.
- Monitor patient satisfaction levels and develop strategies to improve the overall patient experience.

ASST. GENERAL MANAGER (OPERATION HR & ADMIN)

TAZACUT FRESH FOOD LLP Wayanad , Kerala India

Nov 2020 - Aug 2021

- Assist the GM in overseeing all aspects of daily operations including staff management , inventory control and financial performance .
- Ensures smooth and efficient running of the store and office while maintaining high standard of service and guest satisfaction.

OPERATIONS & ADMINISTRATION MANAGER

ASA CLINICS HOSPITAL GROUP Bharuch , Gujarat , India

Dec 2018 - Dec 2019

- Develop and implement quality improvement initiatives aimed at enhancing patient care and operational efficiency .
- Lead and monitor hospital staff , oversee budgeting financial planning and cost control measures to ensure the hospital financially viable.

PROJECT & OPERATION MANAGER

ASA CLINICS HOSPITAL GUROP Calicut , Wayanad , Kerala , India

Dec 2019 - Oct 2020

- Define the scope of the project in collaboration with senior management.
- Determine the resources (time, money and equipment etc) required to complete the project and project estimated budget.

CHIEF ACCOUNTS OFFICER

MURSHID MUBARAK ALBIN ALI TRADING & EST. Al Jubail , Saudi Arabia

Jul 2014 - Nov 2019

- Manage a globally distributed team whose functions include accounting , accounts payable , payroll , technical accounting and reporting.
- Lead all aspects of accounting operations including month-end close and annual audit.

WAREHOUSE MANAGER (IMPORT & EXPORT)

SANFORD Dubai , U A E

May 2011 - Jun 2014

- Supervisor daily activities including quality assurance , inventory control , space management , logistics , floor productivity , shipping and customer service.
- Schedule and oversee warehouse team and manage the flow and quality of work to maximize efficiency and minimize overtime.

STORE MANAGER (PURCHASE)

BROWN BOUTIQUE Gudhaibiya Bahrain

Dec 2009 - Apr 2011

- Oversees all aspects of a boutique's daily operations focusing on customer satisfaction , sales targets , staff management and overall store performance.
- To manage costs and overheads and all factors affecting the profitable performance of the shop.

SECTION SUPERVISOR & CUSTOMER SERVICE

MAX FASHION LANDMARK GROUP Bahrain

Sep 2008 - Nov 2009

- Overseeing sales people , cashiers , shelf stockers and other employees.
- Assists customers with enquiries , resolves issues and ensure a positive shopping experience.

SUPERVISOR (MANUFACTURING & OFFICE)

PODDAR PLANTATIONS Ripon

TEAM THAI Thalamala Vythiri Wayanad , Kerala , India

Jun 1995 - Oct 2008

- Developing and implementing production plans , schedules and strategies to meet production objectives.
- Coordinating and assigning tasks to production staff and ensuring that all staff members receive appropriate training to perform routine duties effectively.

RELEVANT SKILLS

- People Management
- Supervisory Skills
- Accounts Management
- Team management
- Budgets
- Inventory Management
- Operation Leadership
- Business Strategy
- Team Work
- Negotiation

LANGUAGE

- English
- Arabic
- Hindi
- Malayalam
- Tamil

EDUCATIONAL HISTORY

MASTER OF COMMERCE (MCOM)

Bharathiar University - India

2021 - 2023

MASTER OF BUSINESS ADMINISTRATION (MBA) (HR & ADMIN) - PURSUING ...

Bharathidasan University - India

2024 -

BACHELOR OF COMMERCE (BCOM)

Periyar University - India

2010 - 2014

TECHNICAL KNOWLEDGE

SAP , TALLY , DCA , OFFICE AUTOMATION

Four Wheel Driving License - India

Two Wheel Driving License - India

PERSONAL DATA

- Father's Name : Muhammed
- Date of Birth : 15/10/1976
- Marital Status : Married
- Passport No : P 0407725
- Place of Issue : Kozhikkode
- Date of Issue : 18/05/2016
- Date of Expiry : 17/05/2026

DECLARATION

I solemnly declare that the information in this resume is true to the best of my knowledge and belief.

ABDUL RASACK ERADAN
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