



RIYA VARGHESE

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riyavarghese814@gmail.com

PASSPORT NO: R6367040

CAREER OBJECTIVES

To work in an organization where I can utilize my skills and give a satisfactory service to the customer and contribute organization growth and profitability. It will provide me the opportunity to improve my skills and knowledge and enhance my career growth.

PERSONAL QUALITIES

- Honesty
- Work Ethic
- Flexibility
- Communication skills in written and verbal both.

TECHNICAL SKILLS

- Tally9
- SQL
- Microsoft Word, Microsoft Power Point, Microsoft Excel .
- Operating System: Win XP,7,8, LINUX .
- C++

ACADEMIC PROFILE

2014-2017	B.Com Computer Application	Yeldo Mar Baselios College, from Mahathma university (MG) kottayam.
2012-2014	PLUS TWO	Mar Elias Higher Secondary School, Kottappady, Ernakulam (Dist), Kerala
2012	SSLC	Mar Elias H.S.S, Kottappady, Ernakulam (Dist)

LANGUAGE SKILLS

- **Spoken:** English/ Malayalam/ Hindi/ Tamil.
- **Written:** English, Malayalam and Hindi

HOBBIES

- Swimming
- Travelling

PERSONAL DETAILS

- Name : Riya Varghese
- Date Of Birth : 04-05-1996
- Age :21
- Gender :Female
- Marital Status : Single
- Religion : Christian
- Nationality : Indian
- Permanent Address : Arackal (H),
Panipra (P.O.),
Kothamangalam,Ernakulam (Dist),Kerala
Pin:686692

REFERENCE

K.M George

Principal

Yeldo Mar Baselios College, Kothamangalam

Ernakulam,

India

Tele:- 0485- 2825133,2826772

I certify the above information's are true and to the best of my knowledge and hope to serve your esteemed establishment with dedication and responsibly.

Signature