**RESUME**

**CONTACT INFORMATION**

LUVISA JASMIN ARUJA Email ID: aruja.jasmine@gmail.com

Pulickal House, Mob: 9388409169

Near Saude school,

Mundamveli p.o.,

Cochin-682507

**OBJECTIVE**

To be part of growing and reputed organization, which provides ample opportunities for me to utilize my knowledge and skills there by, contributing to the success of the organization and thus leads to my personal growth.

**PERSONAL PROFILE**

Age & Date of Birth : 34 Yrs, 11.04.1984

Husband’s Name : Carlton Antony Olivero

Gender : Female

Religion & Caste : Christian, Anglo-Indian

Nationality : Indian

Marital Status : Married

**ACADEMIC QUALIFICATION**

B.Com

**TECHNICAL QUALIFICATION**

D.C.A., TALLY

**EXPERIENCE**

* 1 Year experience in Reception / Office Administration at Medilab Speciality Laboratories (India) Pvt. Ltd., Kadavanthra.
* 5 Yrs experience as an Office Administration at Actrade Corporation, Ernakulam..
* 2 Yrs experience as an Assistant Accountant at Graceway Marketing Pvt. Ltd., Ernakulam.

**DECLARATION**

I hereby declare that the above mentioned details are true to the best of my knowledge and belief.

Place : Kochi

Date: Luvisa Jasmin Aruja