**RESUME**

**KAVYA NAICK**

**PERSONAL DETAILS**

**FATHER’S NAME : N.K.Ajith Kumar**

**ADDRESS : Nedumpullisery Parambil**

 **Gopalaprabhu road,Ernakulam -35**

**CONTACT NUMBER : 9074208852 / 9961943730**

**EMAIL ID :** **kavya.a.naick@gmail.com**

**DATE OF BIRTH : 31st October 1993**

**GENDER : Female**

**NATIONALITY : Indian**

**MARITAL STATUS : Married**

**HUSBAND’S NAME : DEEPESH SHENOY S**

**LANGUAGES KNOWN : English, Malayalam, Hindi, Konkini and Tamil**

**CAREER OBJECTIVE : To pursue a highly focused and creative carrier, where I can**

 **apply my existing knowledge and creativity, acquire new skills,**

 **and contribute effectively to the organization.**

**ACADEMIC QUALIFICATION;**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **SL NO** | **QUALIFICATIONS** | **INSTITUTION & SYLLABUS** | **YEAR OF PASSING** | **PERCENTAGE** |
| **1** | **B.Com** | **Chinmaya Vidyapeet,EKM,M.G.University** | **2014** | **81** |
| **2** | **12th Standard** | **S.N.H.S.S.Ayyappankavu,EKM,State Syllabus** | **2011** | **81** |
| **3** | **S.S.L.C** | **St.Teresa’s C.G.H.S.S.EKM,State Syllabus** | **2009** | **80** |

**ADDITIONAL QUALIFICATIONS:**

* **Done Project work on ;**
	+ **A Study on Investment Opportunities in Life Insurance, A Special Focus on SBI Life Insurance.**
	+ **Detailed study on MS Office, Tally and Internet & Web Technology.**
* **Worked as an Article of Chartered Accountants Of India for 7 months.**
* **Completed PGDCA Course in 2012 with A+ grade.**
* **Knowledge in Tally.**
* **Proficient in computer.**

**HOBBIES : Singing, Watching Movies and cooking.**

**PERSONAL OBJECTIVE : My desire is to bring my enthusiasm and self confidence to the**

 **Organization and to the people I work with.**

**DECLARATION;**

 **I hereby declare that the above furnished information’s are true and best of my knowledge.**

 **DATE :**

 **PLACE : Ernakulam**