

CURRICULAM VITAE

SREELEKSHMI M

Contact No: 9562188952/7994788952

Mail ID : sreeleksmisreelu2017@gmail.com

PERSONAL SKILLS/STRENGTHS

- * Good teamwork efficiency.
- * Good problem analyzing skill
- * Willingness to learn

EDUCATIONAL QUALIFICATION

Course	University/ Board	School/Collage	Year
S.S.L.C	Board of Public Examination	A.H.S.Punnapra	2012
Plus Two	Board of Higher secondary Examination	A.H.S.S. Punnapra	2014
DEGREE(B.com with computer application)	KERALA UNIVERSITY	MINERVA COLLEGE	2018

PERSONAL DETAILS

Name : Sreelekshmi M
Date of Birth : 29/05/1996
Religion : Hindu
Nationality : Indian
Marital status : Unmarried
Gender : Female
Father's Name : Muraleedharan
Permanent Address : Sreelekshmi Bhavanam, Punnapra P O
Alappuzha, Kerala, India, Pin 688004
Contact No : 9562188952/7994788952
Languages known : English, Malayalam

Experience

- Two year Experience In Akshaya Centre

DECLARATION

I hereby declare that all the details given here are true to the best of my knowledge and belief.

Place : Alappuzha

Date : 09/08/2019

Sreelekshmi M



TO WHOM-SO-EVER IT MAY CONCERN

It is our pleasure to write on behalf of **Miss Sreelekshmi M**, Daughter of **Late Muraleedharan, Sreelekshmi Bhavan Punnapra Alappuzha -688004** who has worked with **AKSHAYA E KENDRAM** in the capacity of **COMPUTER DATA ENTRY OPERATOR** for a period of two years. (from 10th July 2017 to 9th Aug 2019)

During this tenure of her work **Miss. Sreelekshmi** remained involved in her work dedicated. She is professionally sound, hard-working and a devoted staff. Moreover, she has been found sincere, reliable, trustworthy, sociable, pleasant and open to challenges and has a genial temperament and can efficiently work in a team. She is leaving her job only on her own decision and for attempting opportunities with a better profile.

We wish her all the best in her future endeavor.


Sincerely,

AKSHAYA e KENDRAM
ALP010
ARAVUKAD, Ph: 8547283055



Register No : 3031474036/April 2015

3031474036/June 2016

3031474036/May 2018



FACULTY OF COMMERCE

*The Senate of the University of Kerala hereby makes known that **Sreelekshmi M.** has been admitted to the Degree of Bachelor of Commerce, she having been certified by duly appointed examiners to be qualified to receive the same, and having been by them placed after passing the prescribed examinations in the **Third Class** in the Three Main System.*

*Group A - Commerce, Group B - Accounting and Group C - Computer Applications at the examination held in **May 2018** .*

Given under the seal of the University

University Buildings

Thiruvananthapuram May 08, 2019



A handwritten signature in black ink, appearing to be 'S. L. M.', written over a horizontal line.

Vice Chancellor

0572657