

RESUME

BINI JACOB

KADUVINAL HOUSE
KARAVOOR .PO
PIRAVANTHOOR
KOLLAM ,KERALA

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OBJECTIVE: *To bring to your organization enthusiasm, dedication, responsibility, and good work ethic, combined with a desire to utilize my skills obtained through experience on various environments.*

EDUCATIONAL QUALIFICATION:

COURSE	YEAR OF PASSING	UNIVERSITY/ BOARD
<i>MBA(HR)</i>	<i>2018</i>	<i>Bharathiar University</i>
<i>Degree B.com (computer application)</i>	<i>Complete by 2014</i>	<i>St.joseph college mallapally Kottayam (M.G university)</i>
<i>Plus 2 (commerce)</i>	<i>2011</i>	<i>Board of Higher Secondary Examination</i>
<i>SSLC</i>	<i>2009</i>	<i>Board of Public Examinations</i>

IT EXPOSURE:

- Operating Systems: Windows7
- MS Office
- Tally ERP 9

Work Experience

- 2 years experience as a Teacher in Puspagiriyl Central School Edamon

INTERESTS:

- Meeting new people
- Going for debates
- Listening music
- Singing

LANGUAGES:

Language	Read	Write	Speak	Understand
English	✓	✓	✓	✓
Hindi	✓	✓	✓	✓
Malayalam	✓	✓	✓	✓

PERSONAL DETAILS:

Date of Birth : 28-11-1993
Gender : Female
Religion : Christian
Nationality : Indian
Father's Name : Jacob

Declaration

I hereby declare that the above-mentioned information is true and correct to the best of my knowledge.

Date:

Place:

BINI JACOB