

RESUME

SRUTHY PADMANABHAN

POOJAPPOLLA

THURAVOOR SOUTH P.O

CHERTHALA,ALAPPUZHA

KERALA - 688532

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OBJECTIVE

I want to excel in the field with hard work, perseverance and dedication.

EDUCATIONAL QUALIFICATION

Sl.No	Course	Name of the Institution	Year of Passing	Percentage
01	SSLC	St.Michael's high school Kavil, Pattanakad.	2011	70
02	Plus Two	SCU Govt; VHSS Pattanakkad.	2013	75
03	B.Com	P.G College, Cherthala	2016	50

SPECIAL SKILL

- Tally

PERSONAL SKILL

- Positive attitude and perseverance.
- Presentation and leadership skills.
- Responsibility, Sincere in attitude.
- Good communication skills.
- Comprehensive problem solving skills.

AREA OF INTEREST

- Computer knowledge
- Cooking

DETAILS

Father's Name : Padmanabhan
Age & Date of Birth : 24 yrs/ 20.09.1995
Religion & Caste : Hindu, Dheevara
Nationality : Indian
Sex : Female
Marital Status : Single
Mother Tongue : Malayalam
Languages Known : English, Malayalam

EXPERIENCE

- 1. Vinayaka Sales Corporation, Cochin, Eranakulam - 1 year experienced as accounting assistant cum office assistant**
- 2. ISSL CPG BPO private ltd, Cochi, Eranakulam -9 months experienced as Trainee**
- 3. Star links, Thuravoor, Alappuzha - 1 year experienced as office assistant**

Declaration

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

Place: Thuravoor
Date : 5.11.2018

SRUTHY PADMANAHAN