



SHARMINA ASHRAF

✉ shermina1234@gmail.com

☎ 7025806151

📍 Thuruthikkattil (H)
Kulayettikkara P.O
Ernakulam, PIN: 682317

🚀 TECHNICAL SKILLS

MS Office (word, Excel)
DEO

👍 INTERESTS

Writing
Traveling
Teaching
Event coordination



CAREER OBJECTIVE

To obtain a position that will enable me to use my strong organizational skills, award-winning educational background, and ability to work well with people.



EDUCATION

Kerala Media Academy, Kakkanad

Post Graduate Diploma in Public Relations and Advertising

2018-2019

Nirmala Arts and Science College, Mulanthuruthy

BA in English Literature and Communication Studies

2014-2017

St. Ignatius Higher Secondary School, Kanjiramattom

12th

2012-2014

St. Ignatius Vocational and Higher Secondary School, Kanjiramattom

10th

2012



INTERNSHIP

Government Secretariat, Trivandrum Department of Information & Public Relations, Government of Kerala
23rd September 2019 - 31st October 2019

During the training time I had an opportunity to visit various departments and get training in Media Management, Social media management, Web analysis and written multiple advertisement script in radio, TV, and print medium. Also I got the opportunity to work in the Press Release department where I get an in-hand training in writing releases and reports for the newspapers.



PERSONAL PROFILE

Date of Birth : 11/01/1996

Marital Status : Single

Languages known to read and write : English, Malayalam, Hindi, Arabic

Languages Known to Speak : English and Malayalam

Nationality : Indian

Religion & Caste : Islam, Muslim

Gender : Female



PERSONAL STRENGTHS

Good listener
Ability to manage all kind of situations
Optimist
Very good at understanding people
Good leadership



DECLARATION

I do hereby confirm that the information given above is true and correct to the best of my knowledge and belief.