

RESUME

PRAVEENA S P
MANTHURUTHIL (H)
THANNEERMUKKOM P O
CHERTHALA, ALAPPUZHA
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ACADEMIC QUALIFICATIONS

EXAMINATION PASSED/COURSE	UNIVERSITY/ BOARD	NAME OF THE INSTITUTION	YEAR OF PASSING	PERCENTAGE
CERTIFICATE IN HOSPITAL ADMINISTRATION	TUV-SUD	International School of Skill Development	2021-2022 batch	Result waiting
FCI- FRONT OFFICE OPERATION	State Board of Technical Education	Food Craft Institute Kumaranalloor, Kottayam	2016-2017 batch	First class
BA COMMUNICATIVE ENGLISH	Kerala University	S.N.G.M. Arts and Science College, Thuravoor	2012-2015	60%
PLUS TWO	Kerala Higher Secondary Examination	St Michaels H.S.S, Kudavechoor	2010-2012	72%
SSLC	Kerala Public Examination	Govt.Girls H.S.S, Cherthala	2010	70%

COMPUTER KNOWLEDGE

- Proficient in Computer/internet & E-mail tools

EXPERIENCE

- Completed 3 months IET Trainee in Le Meridian, Cochin & Green Fields, Kumarakom
- Completed 2 years Reception trainee in Kerala Tourism Development Corporation

PERSONAL DETAILS

Name : Praveena S P
Father's Name : M G Prasannan
Date of Birth : 01-06-1994
Sex : Female
Marital Status : Single
Nationality : Indian
Languages Known : Malayalam, English, Hindi

DECLARATION

I hereby declare that all the above mentioned are true and correct to the best of my knowledge and belief. I will do my best if you are giving me a chance to work in this firm.

Place: Cherthala
Date:

PRAVEENA S P