






SANDRIA IGNATIUS

KAITHAVALAPPIL HOUSE

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CAREER OBJECTIVE

Seeking a responsible position in an established organization, that allows me to utilize my knowledge to contribute for its future growth.

EDUCATIONAL QUALIFICATIONS

- Certificate Course In Hospital Administration- International School Of Skill Development (4 Months)
- M.com - Mahatma Gandhi University (2019)
- B.com - Mahatma Gandhi University (2017)
- Higher Secondary - Board Of Higher Secondary Examinations (2014)
- SSLC - Board Of Public Examinations (2012)

TECHNICAL KNOWLEDGE

- Operating System : Windows
- Application : Microsoft Office (Word, Excel & Powerpoint)
- Accounting Package : Tally.ERP 9

PERSONAL STRENGTHS

- Sincere
- Hardworking

LANGUAGES KNOWN

- English
- Malayalam

ACHIEVEMENTS

- Received proficiency award for highest scorer from Easobhavan College (higher secondary 2014)
- Received DR. Victor George V.M Endowment Award for college topper from St.Paul's College (2014- 2017)

DECLARATION

I hereby declare that the above mentioned details are true to the best of my knowledge.

Date :
Place : Vypeen

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