

## Geethu Gilbert

Theruviparambil house Nayarambalam P. O Veliyathamparambu, Ernakulam Kerala, Pin: 682509  
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### Objective

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I seek challenging opportunities where I can fully use my skills for the success of the organization.

### Experience

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- **Medivision Scan and diagnostic center, MG road, Ernakulam** 14/10/2020 -  
Front office executive  
Managed front office duties like customer handling, billing, call attending, Covid 19 data entry works.
- **KFC restaurant - a part of yum restaurants international** 21/10/2011 - 14/02/2013  
Customer service executive  
Counter sales executive, customer handling, trainer for new members as buddy trainer.

### Education

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- **Govt. Vocational Higher secondary school, Narakkal** 2011  
Higher Secondary in Science stream and Hindi as second language  
With 80% Mark
- **Little flower high school Narakkal** 2009  
SSLC passed  
With 80% Mark
- **Aerowings international school, Kaloor** 2012  
BBA in Airport management
- **Keltron computata, Kaloor** 2013  
Medical Transcription

### Skills

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- Sales, Team building, Problem solving, Decision making

### Achievements & Awards

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- Employee of the month two times in KFC restaurant.

### Language

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- English, Malayalam, Hindi

### Personal Details

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- Date of Birth : 02/12/1993
- Marital Status : Married
- Nationality : Indian

### Declaration

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