



SRUTHI VT

Age: 24

Date of birth: 09/07/1997



8848410156



sruthivt1997@gmail.com

To pursue a career in an organisation that gives me exposure to contemporary technologies and challenging tasks, while at the same time an opportunity for me to strive towards the progress and development of the organisation



INFO



Name: Sruthi V. T



Address: Nandanam Kariyaparambu
Thekkumbhagam Tripunithura P. O



Phone: 8848410156



E-mail: sruthivt1997@gmail.com



EDUCATION

Bachelor of Degree(2015-2018)

MG University

Bsc Biotechnology

Al Ameen College Edathala, Aluva

Higher secondary(2013-2015)

St Joseph CGHSS Tripunithura

Secondary level(2012-2013)

SSLC

SNDPHSS Udayemperoor



PERSONAL EXPERIENCE

CONDUENT COMPANY

Transaction Processor

DDRC

Documentation

VAYALAT MOTORS PVT LTD

Back Office Staff

ACHIEVEMENTS

Completed DEO (Data entry operator)

Completed Medical Coding from Skyline
Institute

LANGUAGE

English

Malayalam



SKILLS

Effective Communication

MS Office

Good Typing speed

Multitasking skills

Time Management

Fast learner

Attention to detail and accuracy

Problem - solving orientation

HOBBIES

Listening to music

Craft works

Dancing

DECLARATION

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

Place : Tripunithura

SRUTHI VT

Date : 25/03/2022