

KAVYA K JAYAN

KOLOTHARA (H)

NAYARAMBALAM PO

ERNAKULAM 682509

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OBJECTIVE

To have a career in a progressive organization that gives scope to apply my knowledge and skills and to work for personal & organizational growth.

ACADEMIC QUALIFICATIONS

- Certificate Course in Hospital Administration from ISSD, Kochi / 2021
- B.A. English Language and Literature from The Cochin College (completed) / 2017
- Higher Secondary from GVHSS, Narakkal / 2014
- SSLC from GVHSS, Narakkal / 2012

EXTRA CURRICULAR ACTIVITIES AND ACHIEVEMENTS

- Received price for cultural program Group Dance
- Active participant in different programs conducted in school and college.
- Attended 7 days camping program conducted by NSS Cochin College Unit
- Attended one day intercollegiate seminar on personality development at the cochin college

EXPERIENCE

- 2 years worked as a Front Office cum Guest Relation Executive at Academy for Catering Technology, Valanjambalam, Ernakulam
- 1 year worked as Ward Secretary post at Sunrise Hospital, Trikakara, Seaportairportroad, Kakkanad

PERSONAL DETAILS

- ◆ Fathers name :JAYAN K K
- ◆ Nationality :Indian
- ◆ Date of Birth : 07th November 1996
- ◆ Gender :Female
- ◆ Marital status :Single
- ◆ Linguistic Ability :English, Malayalam & Hindi

Declaration:

I hereby declare that the details furnished herein are true to the best of my knowledge and belief. Wherever applicable, I can provide documents in Original to substantiate any information provided here .

Place: Ernakulam

Date:

KAVYA K JAYAN