

PERSONAL DETAILS

Name **Teena Antony**
Email Id thomasteena2017@gmail.com
Contact Number 8157866821
Address Pachamkulathu Plamthottathil. Anjilithanam P.O
Thiruvalla, Kerala, 689582
Date of Birth 09-11-1990
Gender Female
Marital Status Married
Languages Known English & Malayalam



SUMMARY

Highly-motivated, deadline-committed, goal-driven with over 6 years of experience.

EDUCATION

Degree/Course

BA
M G University
Plus Two
N S S Higher secondary school. Kaviyoor ,
S S L C
N S S Higher secondary school ,

EXPERIENCE

Apr-2017 - Dec-2020 **Essar management**
Office Administrator (back office) Back end management office)
Apr-2016 - Apr-2017 **Simple solutions**
Office Staff
Apr-2012 - Apr-2015 **Club Mahindra Holidays**
Office staff

ACHIEVEMENTS

Tally G Tech
M S Office G Tech

SKILLS

MS word & Excel

HOBBIES

Reading Books

DECLARATION

I hereby declare that all the details furnished here are true to the best of my knowledge and belief.

Teena Antony