

AMBILI V G



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Personal Data:

Husband Name : Suresh A
Age : 26
Date of Birth : 30 Nov 1995
Gender : Female
Nationality : Indian
Marital Status : Married
Blood Group : A +ve

Objective

To seek a challenging position in a dynamic environment and desire to progress in the same field and like to grow with the organization and prove to be an asset for the effective functioning and be a team player for the achievement of organizational goals and its success.

Strengths

Willingness to learn, Good communication skills. Equally successful in both team and self-directed settings.

- Currently working as a Operation associate front office trainee at PIMS hospital

Work Summary

- √ Managing and Co-ordinating front office activities
- √ Dealing with cash transactions
- √ Attending phone calls

- **Experience In Billing Accounting Documentation and Management (Diploma In Tally)**
- I had one year experience at Indusland Bank as finance executive
- Good communication skills.

- Intellectually challenging in facing Problems

Personal Skills

- Good communication skill.
- Intellectually challenging in facing Problems

Academic Qualification

- **BA.History** [2016] with an aggregate of **79%** from Jaya Matha College of Arts and Science, Palakkad, Kerala, affiliated to Calicut University, Malappuram
- **HSE** [2013] with an aggregate of **76%** from Gov. Moyan Model Higher Secondary School, Palakkad, Kerala, affiliated to the State board of Kerala.
- **Xth 2011**] with an aggregate of **86%** from Parali High School, Parali, Palakkad Kerala, affiliated to the State board of Kerala.

Languages Known

- English (Read, Write, Speak) Malayalam (Read, Write, Speak)
- Hindi (Read, Write)
- Tamil (Speak)

Declaration

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

Place : Palakkad

Date

(AMBILI VG)