



SRUTHY SHANDRY

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Contact : +91- 6238056110

SKILLS:

TECHNICAL

- PDCFA (Tally ERP9)
Word, Excel Etc...

Personal Details:

Date of Birth : 18 /04/1997

Sex : F e m a l e

Husband 's Name : Jacob Shandry

Occupation : Eletrician

Father's Name : Mr. Joy

Occupation : Carpenter

Mother's Name : Mrs. Shiny

Occupation : House Wife

Nationality : Indian

Marital Status : Married

Permanent Address :

Koduvilparambil
Ezhupunna South P.O,
Cherthala, Alappuzha,
Kerala. Pin- 688537.

Current Address :

Arattukulangara
11/1200 A
Beach Road,
Fort Kochi
Ernakulam Pin-682001

Languages Known : Malayalam,
English, Hindi

Hobbies : Learning new
things, Reading.

Personal Skills

- Goal –oriented
- Leadership
- Customer handling
- Communication
- Team player
- Selling

CAREER OBJECTIVE

To seek a progressive organization that offers opportunities for Commercial and personal growth and to gain experience by utilizing skills and to provide my full devoted commitment to improve the organization growth

PROFILE

- A self-driven individual with genuine interest in Accounting Section
- Possess in-depth academic knowledge and practical financial exposure.
- Communication skills, verbal as well as written.
- Self-starter with a can do attitude and good leadership quality.
- Fast learner and adapts well to changes.

VOCATIONAL COURSE

Corticated course in retail sales from ICICI Academy for skills, Kochi. Which contain

- Life skills
- Customer Service
- Etiquette and grooming
- Basic English and communication skills
- Retails sales and basic computer

ACADEMIC QUALIFICATION

- **Graduation**
B.Com Co-operation
Passes on 2017 with 74% marks.
University : Mg University
- **Kerala State Higher Secondary Education - Class XII**
Completed on: 2014, First class with 74% marks.
Institution : Govt.Higher Secondary School Chandiroor, Cherthala, Alappuzha
- **Kerala State Secondary Education – Class X**
Completed on : 2012, First class with 68% marks.
Institution : St. Raphael's HSS Ezhupunna, Cherthala, Alappuzha
- Three months trainee at federal bank cro 2021
- Three months trainee at continental manpower immigration department

EXPERIENCE

- ❖ Two year experience in sales assistant at Kochi Central Brand.New.**2017-2019**
- ❖ One year experience in Data entry, marketing and Tell Calling at Sabsolutions 2019-2020
- ❖ Six months experience in receptionist and enquiry at sangeeth hospital at mattancherry

DECLARATION

I hereby declare that the above information is true and correct to the best of my knowledge and nothing has been concealed or distorted.

Place: Fort Kochi

Date:

Yours Sincerely,
Sruthy Shandry