

Sruthy Jayan

Chemblayil, Poonithura P.O

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SUMMARY

To be part of a leading organisation to enhance my skills and strengths through active engagement within the professional community. This, I believe, will have exponential benefits to furthering my capabilities and help contributing to the organisation's success achieved through proper channelizing and effective application.

Education

Institution	Degree	Board/University	Year of Pass	Aggregate%
NSS Women's College Thrippunithura	B.Com	Mahatma Gandhi University	2018- Present	
Govt H.S.S, Chottanikkara	12 th Commerce	State - HSC	2018	72%
St Joseph's CGHSS, Thrippunithura	10 th Std	State - SSLC	2016	86%

Competencies

- The drive to explore and understand.
- Strong interpersonal and communication skills.
- Self-confident and hardworking.
- Tenacity to learn and adapt to new technologies and challenges.
- Determination, dedication, and ability to take responsibilities.
- Ability to work on multiple projects efficiently.

Skills

- Technical skills in programs such as Microsoft Word, Excel & PowerPoint. Certification course from NACT Computer Center
- Athletics & active performance in college NSS Unit

Hobbies

- Embroidery
- Listening to music
- Cooking

Personal Details

Permanente Address

Chemblayil,
Poonithura P.O
Ernakulam - 682038

Date of birth: 03rd September, 2000

Marital Status: Single

Languages

Fluent in English and Malayalam

Declaration

I hereby declare that the above information manifested is true to the best of my knowledge.

Place: Poonithura, Kerala

Date: 03/09/2020

Sruthy Jayan