



Sreelakshmi PB

Hospital Administrator

Seeking a challenging position in a reputed organization where I can learn new skills, expand my knowledge, and leverage my learnings.

CONTACT

Flat no: 6D, Harbour crest,
Kurishpally road, ravipuram, MG
road, Ernakulam
pin code: 682015

6282188165

sreelakshmipathiala@gmail.com

Indian

13/04/1998

PV Babu

Single

SKILLS

Basic computer knowledge

Time management

Communication skills

Customer service skills

LANGUAGES

English

Malayalam

Hindi

INTERESTS

Surfing through internet
Participating in social activities
Data management and Record
maintenance

PROFESSIONAL EXPERIENCE

Academic consultant

Avodha Edutech Pvt Ltd, Infopark kochi
02/2022 - 11/2022
Kochi

Trainee accountant

Tax watch centre
10/2021 - 11/2022
Kaloor, Cochin

EDUCATION

International school of skill development

Certificate program in hospital administration
06/2022 - 10/2022
Grade - 85%
Kochi

Chinmaya college of arts science and commerce

Bcom (Finance and Taxation)
06/2017 - 03/2020
Grade - 67%

Tripunithura

Govt girls Higher Secondary school

Higher secondary education (Plus two)
06/2015 - 03/2017
Grade - 82%

South, Ernakulam

Nalanda public school

CBSE board examination (10th class)
06/2014 - 03/2015
Grade - 80%

Thammanam, Ernakulam

CERTIFICATES

Certificate in hospital administration

International school of skill development
06/2022 - 10/2022

DECLARATION

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

Place : Ernakulam

Date : 26/11/2022

Sreelakshmi PB