

DIVIA MOL M.D

Pandoth House

Thuravoor P.O

Sivajipuram – 683572

Mob : 9947309297

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OBJECTIVE

Want to involve myself in a challenging environment offering scope for growth and development and an opportunity to apply my learning to effectively contribute towards the achievement of the organizational objective.

SKILLS

- ❖ Good interpersonal and communication skills
- ❖ Accuracy in given job
- ❖ Efficient to handling job

EDUCATIONAL QUALIFICATION

| Qualifications | Institution | Board/University | Year |
|-----------------------------------|---------------------------------|-------------------------------|------|
| Hospital Administration (TUV SUD) | ISSD | International Certified Board | 2022 |
| B.Com | Nirmal Jyothi College, Angamaly | Mahatma Gandhi University | 2020 |
| 12 th | Nirmal Jyothi College, Angamaly | Higher Secondary Education | 2016 |
| 10 th | SHOHS Mookkannor | S.S.L.C | 2014 |

WORK EXPERIENCE

- Worked as an **Office Assistant** at **Mazacone Green Solutions, Angamaly** from **23rd November 2020** to **23rd November 2022**.

PERSONAL DETAILS

Address : Pandoth House
Thuravoor P.O.
Sivajipuram – 683572

Date of Birth : 28.07.1999

Gender : Female

Nationality : Indian

Religion : Hindu

Languages : English, Malayalam, Hindi(Basic)

Marital Status : Married

Spouse Name : Ananda Krishnan P.K.

Mother Tongue : Malayalam

DECLARATION

I hereby declare that the above said information are true and correct to the best of my knowledge and belief

Place: Angamaly

Date:

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