

# RESUME



**MS. KAVITHA M**  
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## PERMANENT ADDRESS

### KAVITHA M

KAVITHA BHAVAN  
PALLOM P.O PANNIMATTOM  
KOTTAYAM - 686007  
KERALA, INDIA.

## PERSONAL DATA

Date of birth : 17/07/1997  
Gender : Female  
Nationality : Indian  
Religion : Hindu  
Marital Status: single  
Languages : English, Tamil  
Malayalam.

## CAREER OBJECTIVE

As a diligent and hardworking person I'm seeking a challenging position in a reputed organization where I can learn new skills, polish and expand my knowledge, contribute my ideas and make the best of my potential for the growth of the organization and myself.

## EDUCATIONAL QUALIFICATION

### **POST GRADUATION IN Msc. Nutrition and Dietetics**

Name of University : Kerala University, Trivandrum, Kerala  
Name of Institution: St. Joseph's college for women, Alappuzha, kerala.

### **POST GRADUATE DIPLOMA IN COMPUTER APPLICATION**

Name of institution: Alphonsa college for women, Pala, Kottayam, Kerala  
Year of completion :- 2018

### **GRADUATION IN Bsc. Clinical Nutrition and Dietetics**

Name of University: MG University Kottayam, Kerala, India.  
Name of Institution: Alphonsa College for women, Pala, Kottayam, Kerala.  
Year of Completion: 2017

### **HIGHER SECONDARY**

Name of Board: Board of Higher Secondary Examination, Kerala, India.  
Name of Institution: M D Seminary Higher Secondary School Kottayam, Kerala.  
Year of Completion: 2014

### **SECONDARY**

Name of Board: Kerala Board of Public Examinations.  
Name of Institution: M D Seminary Higher Secondary School Kottayam, Kerala,India.  
Year of Completion: 2012

## ADDITIONAL SKILLS & QUALIFICATIONS

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### ➤ CERTIFICATE COURSE

Successfully completed a 2 credit online certificate course " Introduction to Ayurveda Biology of Nutrition"

Name of university : The University of Trans - Disciplinary Health Sciences and Technology, Karnataka.

- Assisting clients with nutritional goals and offering a sound nutritional plan for optimizing health.
- Expertise in computer operation and good typing speed.

## WORK EXPERIENCE

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### 1. M O S C MEDICAL COLLEGE HOSPITAL, Kolenchery, Ernakulam, kerala

Student dietitian intern

Completed short term internship for time period of one month.

### 2. MADRAS MEDICAL MISSION HOSPITAL, CHENNAI

Student dietitian intern

Successfully completed short term hospital internship for the time period one and half months.

3. I worked as a billing assistant for eight months at george maijo yamaha, Kottayam, Kerala.

4. I worked as a telecaller for three months at Oxygen the digital shop, Kottayam, Kerala.

## DECLARATION

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I hereby declare that all above mentioned information are true and correct to the best of my knowledge and will provide the necessary documents when asked for the same.

Place: KOTTAYAM

KAVITHA M

Date: