

OBJECTIVE

My goal is to become associated with a company where I can utilize my skills and gain further experience while enhancing the company's productivity and reputation.

EXPERIENCE

✓ Amster Immigration Overseas

Immigration Officer July 2022 - Present

Role : Help people immigrate from one country to another for study, work, travel or business

purpose. They provide legal services in the area of immigration law as permitted by legislation.

Working with clients to understand their needs and to agree the scope of each consulting project

Conducting research, surveys and interviews and analysing data to gain insights into the business

Detecting issues and investigating ways to resolve them

Assessing the pros and cons of possible strategies

Exploring business problems and modelling different solutions

Attending meetings and compiling and presenting information orally, visually and in writing to keep

clients up to date on progress

Making recommendations for improvement and presenting these to clients

✓ The Fast Global Migration Service

Immigration Officer Nov 2021 - June 2022

Role : *Assist clients with completing documentation and acquiring all permits needed to facilitate

their move to another country. Immigration consultants may specialize in relocating clients to a specific area, or to multiple regions.

*Advice on the overseas options available, so as to enable the candidates & their family make an

educated choice & the right decision. Give clear and accurate information based on the current

immigration & visa laws & policies. Provide a fair and neutral evaluation of a candidate's profile

*Preparing applications for study visa, Canada PR, SUV & LMIA

✓ Rural Training Centre

Academic Counselor march 2020 - March 2021

Role : Work with students, parents, and educators to help the students succeed academically and socially.

They provide one-on-one emotional guidance and help students plan for their futures by guiding them

in building a career.

Active listening and communication skills, patient, friendly and accommodation personality.

EDUCATION

✓ Kerala University

Bsc Psychology 2018-2021

80%

✓ State board Of Education

Higher Secondary 2018

80%

✓ State board of Education

SSLC 2016

91%

DECLARATION

"I hereby declare that the above particulars of facts and information stated are true, correct and complete to the best of my belief and knowledge



VIJAYALEKSHMI A

Contact



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11/05/1999

Skills

Team Building
Empathy
Communication
Leadership skills
Decision Making
Problem Solving

Interests

Music
Arts
Traveling

Language

✓ English
✓ Malayalam
✓ Tamil
✓ Hindi

Activities

NCC
SPC