# **CURRICULAM VITAE**

#### LEKSHMI R

RADHABHAVANAM PONGA P O ALAPPUZHA - 688503 KERALA, INDIA

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## **OBJECTIVE**

- o To work for an organization where I can apply my skill and knowledge for its benefits and also have a good career growth with continuous enhancement of my abilities.
- I am optimistic in applying my Knowledge and skill for the growth of the organization and thereby to better my prospectus.

### PERSONAL STRENGTH

 Dynamic and Result Oriented, Excellent Interpersonal skills, Self-reliant and Confident, Analytical skills, Disciplined and Dedicated

#### PERSONAL DETAILS

Date of Birth : 21/02/1996

Father's Name : Radhakrishnan

Sex : Female

Religion : Hindu

Nationality : Indian

Marital Status : Married

Language Proficiency : Malayalam, Hindi & Arabic

Educational Qualification : SSLC, Plus Two, Degree (Completed)

Technical Qualification : M S Office

### **EXPERIENCE**

• 2 years experience in Receptionist at Gautham Hospital, Ernakulam (04/07/2016 to 07/04/2018)

#### **DECLARATION**

I hereby declare that the above statements made in this are true and correct to the best of my knowledge and belief.

Place: Alappuzha

Date: LEKSHMI R