

# JISNA L



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📍 Kudiyattil Veedu Kurakkanni Varkala  
po, Thiruvananthapuram Kerala -695  
141

🌐 Jisna L

## 🚀 SKILLS

Time management, Listening,  
Teamwork,

## 👤 PERSONAL DETAILS

Date of Birth : 06/06/2000

Marital Status : Single

Nationality : Indian

Religion : Muslim

Gender : Female

Place : Varkala -Tvm

Father's Name : Jalaludheen

## ❤️ INTERESTS

Reading, Writing, Listening music.

## 🗣️ LANGUAGES

Malayalam English Hindi

## 🎯 OBJECTIVE

To work in an environment which encourages me to succeed and grow professionally where I can utilize my skills and knowledge appropriately.

## 📁 EXPERIENCE

**Hr Department**

09/12/2022 - 08/03/2023

Internship in Renai Medicity

**Achievements/Task**

- Employee documentation
- Updating company documents
- Assist in recruiting process
- File auditing

## 🎓 EDUCATION

**Diploma in Hospital Administration**

Pursuing

Ignite Skill Accademy Kalamassery

**Bsc Computer Science**

2018-2021

Kerala University  
60%

**Plus Two**

2018

GHSS Palayamkunnu  
72%

**10th**

2016

GMHSS Varkala  
82%

## 🏠 PROJECTS

**Major project-Charity Miles**

It is aimed to developing a website which is to be helping hands to the poor peoples, patients,old-agehomes,orphanages in kerala

**Minor project -Designer Junction**

Its imply a junction who wraps up all the dress designs for gents and ladies into one system.

## ⊕ CERTIFICATES

Office Automation  
DTP