



SURYA SURESH

Permanent Address

E.W.S 590 Maveli Road

Gandhinagar

Kadavanthra,

Ernakulam

Pin- 682020

Contact: +91 9745211137

Email :suryaammutp@gmail.com

Personal Data

Date of Birth : 28-05-1997

Age 25

Sex : Female

Father : Suresh

Nationality : Indian

Marital Status : Single Caste

: Hindhu

Languages known : English, Malayalam

Key Skills

- *Ability to work under pressure.*
- *Logical approach to problem solving*
- *Good analytical ability.*
- *Learning ability – Desire to acquire new technologies & knowledge*

Academic Qualification

- **SSLC** From Board of Examination Kerala, Ernakulam
- **Plus-2** From Board of Examination Kerala, Ernakulam
- **B.COM (Cooperation)** From M.G University (Doing)
 - **G- TEC** (Diploma in Financial Accounting)
 - **Worked at NGO Telcaller(2021 JUNE TO 2022-AUG)**

SKILL SET

- Good communication skills
- Leadership skills
- Knowledge in Tally ERP-9,Microsoft office
- Ability to carry responsibilities

CAREER OBJECTIVES

To implement my knowledge and skill that can be shared and enriched Resulting in professional growth of the organization.

Rendering my services to the best of my abilities and utilizing the opportunity to get a good result

Hobbies

- Reading
- Listening Music
- Social media

DECLARATION

I Surya Suresh hereby declare that the above said information is true to the best of my knowledge.

Place: - Ernakulam,

Date :-

**Sincerely
Surya Suresh**

