

# AMNA SHIYAS

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Shereena Manzil Mooleparambu,Edappally North Aims Ponekkara P.O 68204

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## Objective

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I am a graduate seeking a full-time position in finance,accounting where I can lend my knowledge of market analytics,account managing and system works aswell to help your organization improve profitability.

## Experience

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04-July-2022 - 31-Dec-2022      **Cooperative Bank**  
Apprentice clerk  
Money transaction,system updation,customer relationship,customer's account management,clerical works.

## Education

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2016      **ACSEMHS School,Kaloor**  
SSLC

2016-2018      **GVHSS North Edappally**  
Commerce with Mathematics

2018-2021      **BMCCA Choondy,Aluva**  
B.Com Computer Application

Currently studying      **Avodha Institution**  
Excel,Tally and GST

## Skills

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Skills in Microsoft Office,Excel , Problem solving, Decision making, Team work.

## Interests

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Mehendi art, Doodling ,Travelling

## Activities

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Student Police Cadet (SPC) member for above 3 years attend camps,programmes,participate in volunteer activities. School level quizz and sports participant. Participation in Marathon.

## Languages

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English , Malayalam , Hindi

## Personal Details

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Date of Birth : 27-03-2001

Marital Status : Single

Nationality : Indian

Gender : Female

Place : Ernakulam,Kerala