

# Samuel Joshy

+91 9895939013

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Ernakulam

## OBJECTIVE

Highly motivated Business Administration graduate with experience in office administration and banking industry. Strong interest in personal finance and stock market seeking a position where I can learn, utilize my skills and contribute to the continued success of the organisation.

## EDUCATION

Year	Qualification & Institution	C.G.P.A & Percentage
2020-2023	<b>Bachelor of Business Administration (BBA) Logistics</b> St. Michael's College, Cherthala (University of Kerala)	<b>7.477</b>
2015-2017	<b>Commerce with Computer Application</b> Our Lady of Fathima HSS, Kumbalangi	<b>80.88%</b>
2015	<b>Secondary School Leaving Certificate (SSLC)</b> Our Lady of Fathima HSS, Kumbalangi	<b>90%</b>

## EXPERIENCE

2020	<b>Office Administration</b> (on contract) at Income Tax Department, Ernakulam
2018-2019	<b>Debt Recovery Agent</b> - MSM Associates (HDFC Bank), Ernakulam

## CERTIFICATES

- **Stock Market Basics-** Zerodha varsity
- **Debt Recovery Agent-** Indian Institute of banking and Finance
- **Diploma in Computerized Financial Accounting (DCFA)-** SmartX

## SKILLS

- Communication
- Emotional Intelligence.
- Ability to adapt change
- Creative thinking
- Learning mentality

## TECHNICAL SKILLS

- Basic Microsoft Excel
- Microsoft Word
- Microsoft Power point