

CONTACT



ATHIRA. G

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OBJECTIVE

Seeking a challenging and rewarding career where I can utilize my skills to contribute effectively to the growth and success of the organization while continuously enhancing my professional development and personal growth.

EDUCATION

- 2023* **International School of Skill Development, Kochi**
Certificate Course in Hospital Administration
A+
- 2020* **N.S.S College, Cherthala**
B.A English Language and Literature
C
- 2017* **G.H.S.S Thirunallor**
Higher Secondary Education
- 2015* **Bishop Moore Vidyapith, Cherthala**
Secondary Education
9.0

SKILLS

Multitasking
Good Communication
Active Learning
Customer Service
Analytical Thinking
Active Listener

LANGUAGES

English
Malayalam

CERTIFICATES

Hospital Management

Completed a free online certificate course provided by Great Learning Academy on June 2023

Customer Relationship Management

Completed a free online certificate course provided by Great Learning Academy on June 2023

TECHNICAL SKILLS

Microsoft Excel
Microsoft Word
Microsoft Office
Office Management
Calendarling Skills