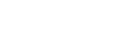
# **MARY ANJU P J**



**About Me** 



15-04-1999



Ernakulam – Kochi, KERALA





# **Objective**

To yield better work prospective to the organization, and a competitive working environment to my subordinates with full encouragement and whole-hearted participation. To work for an organization that utilizes my skills and provides me with opportunities and upgrades my knowledge and skills.



**Work Experience** 

#### **FRESHER**



#### **Skills**

- ➤ Good Communication and Active listening skills.
- Persuasion: Ability to present the product in an effective and non-threatening manner.
- > Time management and Technological skills.
- > Professional working knowledge of Microsoft Office.
- Responsible for achieving monthly targets as per plan.
- ➤ Behavioral Management Team work Good listener Ms Excel HTML Motivating others Work ethics



#### Bachelor of Science (Mathematics), 2019-2022

ST. Xaviers college for Women , ALUVA , ERNAKULAM- KERALA

#### Bachelor of Science (IT), 2016-2018

SIENA College For Professional Studies , Edakochi , ERNAKULAM- KERALA

## HIGHER SECONDARY (BIO\_MATHS), 2014-2016

Govt. Girls Higher Secondary School , Mattancherry , ERNAKULAM- KERALA

### Certifications

- Type setting in Latex
- Software packages(word /Excel / power point)
- Internet and web technology (photo shop)
- Data entry

# Languages

English (Speak, Read and Write)
Malayalam (Speak, Read and Write)
Hindi (Speak, Read and Write)

➤ Tamil (Speak)

# **Personal Details**

Name : Mary Anju P J
Father's Name : Joseph Jolly
Mother's Name : Mrs. Mini
Gender : Female
Marital Status : Married
Nationality : Indian

➤ Phone No : 7994863656

Email id : anjumary154@gmail.com

## **DECLARATION**

I Mary Anju P J, hereby declare that the information contained herein is true and correct to the best of my knowledge and belief.

Place: Yours faithfully,

Date: (Mary Anju P J)