



Jincy K U

Kuruppanthara (H), KR Puram P.O
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Kerala.

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CAREER OBJECTIVE

I want to put to use my Creative skills and Technologies that I am familiar with innovative thoughts that will benefit the Organization in the long run and also help me in building my professional career.

TECHNICAL QUALIFICATIONS

Sl. No	Qualification	Board/University	Marks
1	Word Processing and Data Entry	Kerala State Electronics Development Corporation Limited (KELTRON).	77%
2	Diploma in Computer application.	Kerala State Electronics Development Corporation Limited (KELTRON).	70%

ACADEMIC QUALIFICATIONS

Sl. No	Qualification	School/ College	Year of Passing	Marks
1	B.A Economics	NSS College Cherthala (Kerala University).	2021	70%
2	12th	SNHSS Sreekandeswaram School Pochakkal.	2018	88%
3	10th	St Mary's GHS School Cherthala.	2016	70%

PERSONAL TRAITS

- Honest.
- Optimistic.
- Quick learner.
- Hard working.
- Friendly.

INTERESTS AND HOBBIES

- Listening Music.
- Gardening.

WORK EXPERIENCE

- Worked in an Akshaya centre – 1 year
- Worked as a Business Development Executive in IdealMG Educare, Infopark Cherthala- 8 months.

COMPUTER SKILLS

- **Languages** : HTML, C, Python, Java.
- **Microsoft Office** :Word, PowerPoint, Excel, Teams.
- **Operating System** :Windows.
- **Additional skills** : Photoshop

LANGUAGE PROFICIENCY

- Malayalam.
- English.
- Hindi.

Skills

- Communication.
- Interpersonal Skills.
- Quick Learner.
- Adaptability.

PERSONAL DETAILS

Date of Birth (DD-MM-YY) : 21-11-2000.

Gender : Female.

DECLARATION

I hereby declare that the above written particulars are true to the best of my knowledge and belief.

Yours Truthfully

Jincy K U