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96minnubenny@gmail.com

Puthusserikkuzhiyil House, Mannathoor (P.O),
Pambakuda, Ernakulam (dist), Pin: 686667

Minnu Benny

Receptionist

PROFESSIONAL EXPERIENCE

| | |
|------------------------------------|-------------------|
| Receptionist | Jul '18 - |
| MCS Hospital Muvattupuzha | |
| Still Working | |
| Receptionist | Jan '17 - |
| Meristem International Consultancy | Kolenchery |
| 6 months (2017) | |
| Receptionist | Jan '16 - Jan '17 |
| St. George Hospital | Muvattupuzha |
| Computer Trainee | |
| G.Tec Computer Centre | Koothattukulam |

EDUCATION

Financial & Management Accounting in Bussiness Environment

Aiswarya Accounting Institute, Perumbavoor
2015

Diploma in Indian And Foreign Accounting
G Tec Computer Education, Koothattukulam
2014 - 2015

Plus Two

Govt. H.S.S. Mannathoor
2012 - 2014

10th

Govt. H.S.S. Mannathoor
2011 - 2012

KEY SKILLS

Tally
MS Office
Word
Power Point
Excel

HOBBIES

Internet Browsing, Listening Music

PERSONAL DETAILS

Date Of Birth : 05/07/1996

Gender : Female

Marital Status : Married

Nationality : Indian

Religion : Christian, Orthodox

LANGUAGES KNOWN

English, Malayalam

DECLARATION

I do hereby declare that all the information furnished is true, complete and correct to the best of my knowledge and belief.

Place : Mannathoor

Date :

MINNU P BENNY