

# SONA SEBASTIAN

**Address:**

Chettiveliyakathu(H), Pallithode P.O,  
Cherthala, Alappuzha Kerala - 688540

**Phone:**

8589981959

**Email:**

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## PERSONAL DATA

Father's Name : Bastian  
Date of Birth : 05-08-2000  
Gender : Female  
Marital Status : Unmarried  
Religion, Caste : Christian, Latin Catholic  
Languages Known : English, Malayalam

## EDUCATION

Sr No	Course	Institution	Board/University	Year of passing
1	SSLC	ST. SEBASTIAN HS PALLITHODE	KERALA STATE BOARD	2016
2	PLUS TWO	ST.XAVIER'S COLLEGE KANDAKKADAVU	KERALA STATE BOARD	2018
3	DEGREE B.Com Taxation	Private Registration	M.G. UNIVERSITY	-

## EXPERIENCE

Currently working In a Digital Seva Common Service Center

6 month experience as Customer Relationship Executive at Network Academy, Kadavanthra.

6 month experience as Accounts Trainee at Cranberry Tech, Kadavanthra.

## SKILLS

Active Listening, Communication, Management, Problem Solving, Leadership, Customer Service

## COMPUTER SKILLS

Tally with GST

## DECLARATION

I hereby declare that above-mentioned information is correct to the best of my knowledge and belief.

Date :

Name : Sona Sebastian

Place :

Signature :