**CURRICULAM VITAE**

**ALEENA JOY**

**Email:** **aleenajoy2010@gmail.com**

Mobile: 7907298375,8606054814

**Objective:-**

 To work in an environment which offers a good opportunity to share my knowledge and skills with others and participate myself and work towards for a complete satisfaction of the office.

**Academic Background:-**

|  |  |  |
| --- | --- | --- |
| **Course** | **Institute** | **Year of Passing** |
| S.S.L.C |  | 2007 |
| Plus Two | Kerala Higher Secondary Board | 2009 |
| B.Com | M.G University | 2012 |

**Technical Qualification:-**

|  |  |  |
| --- | --- | --- |
| Data Entry,M.S Office | AKSHAYA Centre(Govt. of Kerala) | 2009 |

**Experience: -** 7 months working experience as Data Entry Operator in Chottanikkara and Kizhakkambalam Panchayath.

**Personal Information:-**

Name : Aleena Joy

Father’s Name : K.J Joy

Nationality : Indian

Date of Birth : 10.03.1992

Gender : Female

Religion : Christian

Marital Status : Married

Language Known : English, Malayalam

Permanent Address : Kuruvikkunnel (H)

 Veliyanad (P.O)

 Arakkunnam (Via)

 Ernakulam (Dist)

 Pin : 682313

Present Address : Kalarickal thazhath (H)

 Perumbadavom (P.O)

 Elanji

 Ernakulam (Dist)

Contact No : 7907298375, 8606054814

**Declaration:-**

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

Place : Perumbadavom

Date : 14.12.2023

 **ALEENA JOY**