

RESUME

SREELAKSHMI P S
Puthenpurackal
Thrikodithanam P.O. Changanacherry
Kottayam Dist.
Mob: +91 9656263428/ +919947990418
Email: sreelakshmisreesree8@gmail.com



Career Objective

To Excel in my profession and give my best to the organization. I am working with positive attitude and to work in an innovative and competitive world with my hard working capacity, innovative and creative thinking.

Personal Strengths / Skills

- A self motivated person with good interpersonal skills
- Optimistic
- Honest
- Persistence
- Punctual
- Hard working
- Good written & verbal communication skills

Professional Qulification

Qualification	Institute	Year
BBA	NSS College Changanacherry	2019
Diploma (Aviation)	Fly wings Institute Of Aviation	2019

Education Qualification

Qualification	Institute	Year
Plus Two	NSS Higher Secondary School Changanacherry	2016
SSLC	NSS High School	2014

Work Experience:

- ❖ 3 Month Working as True vine Travel Thiruvalla(Air Ticketing Issue, Passport etc)
- ❖ 1Year Experience in Technical Hardware Solution ernakulam(Billing)
- ❖ 1 Year experience in Super Market Kottayam (Billing and Purchase)
- ❖ 2 Year Experience in Purachace and Billing miller spices shop (Ernakulam)

Duties & Responsibilities:

- Excellent in Person management skills.
- Combining bits of information to create general conclusions.

Hobbies

Listening Music, Spending Quality Time with Family & close friends.

Personal Details

Father Name : Surendranatha Babu
Date of Birth : 15/12/1997
Gender : Female
Nationality : Indian
Marital Status : Single
Religion : Hindu
Cast : Nair
Languages Known : English & Malayalam
Permanent Address : Puthenpurackal
Thrickodithanam P.O.
Changanacherry,
Kottayam Dist.

Passport Details

Passport Number : T2581077
Place Of Issue : Cochin
Date Of Issue : 14/12/2019
Date Of Expiry : 13/12/2029

Declaration

I assure that the information furnished above is true to the best of my knowledge and belief.

Place: Changanacherry

Date:

SREELAKSHMI P S