

Athira Ashok



Contact Details

Anu Bhavanam,
Elamannoor
(P.O) Adoor,
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9526112649, 9072968274

Personal Details

Date of Birth:- 20/09/2000
Languages:-English,
Malayalam, Tamil

Skills

- **Excellent communication skills.**
- **Proficient in Microsoft suites.**
- **Time management skills.**
- **Problem solving skills.**
- **Quik learning skills**

Objective

Seeking challenging career that utilizes my skills in my area of competence and enriches my knowledge, and give me a chance to be part of a team that contributes towards that growth of the organization thereby yielding the twin benefits of job satisfaction and convenient professional growth.

Experience

July 18 2023 –Present

- **INSURANCE EXECUTIVE STAFF @ MEDI DESK and currently working in ST JOSEPH'S MISSION HOSPITAL, ANCHAL.**

May 12 2023 –2023 June

- **ACADEMIC CONSULTANT ,AVODHA EDUTECH, KOCHI, KERALA.**

Education

- **ADI INSTITUTE OF MANAGEMENT, ERNAKULAM
Hospital Administration**

- **KERALA UNIVERSITY,
BCOM , Co-operation**

- **KERALA STATE RUTRONIX,**

Certificate in Word Processing and Data Entry (CWPDE)

Declaration

I solemnly declare that the information in this resume is true to the best of my knowledge and belief

Place :- **Adoor**

Athira Ashok