

# **CURRICULUM VITAE**

## **SHEEJA KRISHNADAS**

Panchami  
Kairali Street  
Desabhimani Road,  
Kaloor P O, Ernakulam (Dist)  
Mob: 9645314101  
Kerala-682017  
Email: sureshsheeja89@gmail.com

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## **SKILLS**

- ❖ Dedicated and work with a positive attitude
- ❖ Quick learner adaptive and hard working
- ❖ Confident with effective communication skill

## **EDUCATIONAL QUALIFICATION**

- ❖ SSLC - Govt Girls School, kaloor
- ❖ Pre degree - Our College
- ❖ Degree - Menon & Krishna (EKM)

## **PROFESSIONAL QUALIFICATION**

- ❖ Typewriting English (Higher)

## **COMPUTER KNOWLEDGE**

- ❖ PGDCA

## **LANGUAGES KNOWN**

- ❖ English, Malayalam , Hindi

## **WORK EXPERIENCE**

- Currently working as Data entry operator in Karkinos Healthcare Private Limited. Kochi ( NABL & CAP Accredited Lab).
- 12 yrs experience as Data entry operator in Amrita Institute of Medical Sciences, Ponekkara
- 9 yrs experience as Data entry operator in a Tax Consultancy (Menon Associates), Panampilly Nagar

## **PERSONAL DETAILS**

Name	:	<b>Sheeja Krishnadas</b>
Father's Name	:	V.Krishnadas
Nationality	:	Indian
Date of Birth	:	30.04.1975
Gender	:	Female
Marital Status	:	Married
Religion	:	Hindu

## **DECLARATION**

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

Place: Kaloor

Date :

**SHEEJA KRISHNADAS**