



MARY SNEHA P.P

EMAIL ID: maryjy16@gmail.com

MOB. No.: +91 9048994834

PERSONAL DETAILS

Date of Birth :11-05-1999

Gender : Female

Religion : Christian

Nationality : Indian

Marital Status : Married

Languages Known : English,
Hindi,
Malayalam

Hobbies : Painting
Dancing

PERMENANT ADDRESS

KANAKKASSERY HOUSE
EDAVANAKAD P.O
ERNAKUALM
PIN. 682502

CAREER OBJECTIVES

Looking for a successful career with an organization of immense repute, which will bring out the best of my professional ability in terms of analytical, organizational and communicational skills, and helps me in broadening and enhancing my current skills and knowledge while being resourceful, innovative and flexible.

PROFESSIONAL EXPERIENCES

- 1-year experience as office assistant in united India Insurance Company's portal office, Kambanipidika
- 2.5 Year experience as executive in Health India Insurance TPA services Pvt Ltd
- Currently working as executive in Muthoot Risk Insurance and Broking Pvt Ltd

EDUCATION

COURSE	INSTITUTION	BOARD	YEAR OF PASS
BCOM (COMPUTER APPLICATION)	ST. PAULS COLLEGE KALAMASSERY	MAHATHMA GANDHI UNIVERSITY	2019
HSE	GOVT. H.S.S. ELANKUNNAPUZHA	KERALA STATE BOARD	2016
SSLC	SANTA CRUZ H. S. OCHANATHURATH	KERALA STATE BOARD	2014

PROFESSIONAL ABILITIES

- Committed to providing excellent quality services. Learn Quickly, and able to work under pressure.
- Provide excellent service and develop rapport with customers.
- Could be able to give home away home experience to guest.

REFERENCES

RENOY CHAZHOOR
AVP
Health India Insurance TPA Pvt Ltd
Ph.: +91 9846898790

- Excellent analytical and communication skill.
- Proven commitment to team building, demonstrated by the position ability to lead and motivate staff to perform at top efficiency levels.

COMPETENCIES

- Flexible
- Responsible
- Excellent Communication Skills
- Positive Attitude
- Proactive
- Team Oriented
- Credibility
- Visionary

I hereby declare that all information mentioned above is true to the best of my knowledge.

Place: Edavankkad

Date: 30/03/2024

MARY SNEHA P P