**CURRICULUM VITAE**

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**Carrier Objective**

To work in an innovative and challenging environment equipped with the state-of-art technology that enhances my skills and knowledge my desire and drive to succeed will be an asset, which I will contribute to the organization’s growth and profitability.

**Experience:**

I have 2 years experience as a DATA ENTRY OPERATOR From RR DONNELLY Technopark Trivandrum.

**About my job**

My previous project name is Rolling Register. We are dealing with UK Clients.

In this process we are handling Voters Roll .

In Uk Every year People needs to Update their Voters information. The process starts on This stage. Some people's change their Living District to Another. So we are Checking with the Previous Details and Current details. If any New changes with the Information we have the Right Amend and Update.

If they are not Updating properly they loose their Voting Rights.

**Educational Qualifications**:

|  |  |  |
| --- | --- | --- |
| Name of the Course | Name of the University | Percentage |
| B.S.C (geology) | Kerala university | 70% |
| Higher secondary education | Biology science | 69% |
| SSLC | Board of Secondary Education | 65% |

**Technical Skills:**

Computer Skills : Diploma in hardware and network engineering and l l

laptop chip level and with aggregate 74%.

Operating Systems : Windows XP & 7

Packages : MS-Office

**Professional Skill:**

* Ability to work with team
* Good communication skills
* Good in Inter-personal skills
* Positive Attitude, Hard working
* Self – learning
* Easy grasping innovative ideas and good typing speed(30-35 wpm with 100% accuracy)

**Hobbies:**

* Traveling, Listening Music,chatting,singing

**Personal Details**:

* Father Name : **Anirudhan.k**
* Date of Birth : **10/01/1992**
* Sex : female
* Marital Status : married
* Nationality : Indian
* Languages Known : Malayalam, English & Hindi
* Contact Numbers : 7356566760,**736434689**

Permanent Address : **Kochuparambil veedu,vazhapana**

**Kulathoor .po. tvm**

**695583**

**PASSPORT NO:N8686797**

**Declaration**

I here by that the above particulars are true to the best of my knowledge & belief.

Date:

Place: kulathoor **( )**