** JOJI**

**JOJI.144551@2freemail.com**

**CAREER OBJECTIVES :**

Intend to build a career with leading corporate of hi-tech environment with committed and dedicated people, which will help me to explore myself and realize my potential.

**EDUCATION QUALIFICATION:**

* Master of Business Administration from Girideepam College (2011-2013) , affiliated to M G University with 70%
* Bachelor of Science in Physics from S B College (2008-2011) , affiliated to M G University with 65%
* H.S.E from Kerala State Board with 79%
* S.S.L.C from Kerala State Board with 80%

 **ACADEMIC ACCOMPLISHMENTS :**

* Student Coordinator of EXCEL’12 National Management Meet In Girideepam Institute Of Advance Learning.
* Organized several Seminars & Presentations in the college.
* Participant in several management fest in other colleges and won prizes
* Member of TRAMA
* Participated in National Workshop conducted by RCI-INDIA
* A member of YMCA. Organized many social events

**PROJECT WORKS:**

* A study on Working Capital Management at Travancore Cements Ltd. Nattakom.
* An Organization Study at Phillips Carbon Black Ltd Karimugal,Ernakulam.
* Project work on Viscosity of Various Liquids.

**SKILLS**

Personal Attributes

Analytical skills

Adaptability

Problem solving

Hardworking, Self-motivated

Strong interpersonal skills

Computer Proficiency

MS Office

Internet applications

Tally

**WORK EXPERIENCES :**

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* Worked as Operations Executive in Pest Control India Pvt LTD for a period of 2 year from 10.02.2014 to 25.03.2016
* Worked as Administration Executive from 11.04.2016 to 26.11.2016 for the period of 6 months.

**Job Description :**

* Documentation & Record Keeping
* Erp System
* Chemical & Equipment
* Accounts Maintaining

**PERSONAL PROFILE :**

* Age : 26
* Date of Birth : 25-07-1990
* Nationality : Indian
* Sex : Male
* Languages Know : English,Malayalam,Hindi
* Hobbies : Travelling , Listening to music , Watching

 Movies , Net surfing

* Visa Status : Visit Visa
* Visa Valid : 27/02/2017

 **DECLARATION :**

 I hereby declare that the information furnished above is true to the best of my knowledge and I bear responsibility for the correctness of the above mentioned particulars.

Place:

Date: