**CURRICULUM VITAE**

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**MARY SRUTHI**

[**mary.327260@2freemail.com**](mailto:mary.327260@2freemail.com)

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| **CAREER OBJECTIVE** |

Seeking a reputed position where I can utilize my knowledge, abilities and personal skills while being resourceful, innovative and flexible that offers professional growth along with organization.

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| **ACADEMIC QUALIFICATION** |

* **Bachelor Of Business Administration with Aviation Operation**, University Of Petroleum And Energy Studies, Dehradun, Speedwings Aviation Academy, Ernakulam, Kerala, 2015
* **IATA-Air Cargo**, Speedwings Aviation Academy, Ernakulam, Kerala, 2014
* **IATA-UFTAA** , Speedwings Aviation Academy, Ernakulam, Kerala, 2014
* St. Mary’s Anglo. Indian. Girls. Higher. Secondary. School, Ernakulam, Kerala, 2012
* St. Mary’s Anglo. Indian. Girls. High. School, Ernakulam, 2010

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| **ACCOMPLISHMENT AND STRENGTH** |

* Ability to work independently and as a part of a team.
* Ability to deal with any stressfully situation diplomatically.
* Learn and acquire knowledge to my work.
* Possess Good Communication and Interactive Skills.
* Detail Oriented and resourceful in completing responsibility.

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| **PROFESSIONAL QUALIFICATION** |

* IATA- CARGO INTRODUCTORY
* IATA- FOUNDATION IN TRAVEL and TOURISM\

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| **TECHNICAL KNOWLEDGE** |

* MS Word
* MS Excel
* MS Power Point
* Tally
* GDS : Amedeus
* GDS : Abacus
* GDS : Worldspan
* GDS : Galileo

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| **EXPERIENCE** |

* Worked as **Counter Staff** in **Destination Holidays Tours & Travels**. **(5 months)**
* Worked as **Customer Service Agent** in **Air India SATS Airport Service PVT LTD.** at **Trivandrum International Airport.** **(8 Months)**
* Workedas a **Sales Coordinator** in **Manchester Shipping LLC.** At **Jebel Ali FZE**, **Dubai. (6 Months )**

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| **LANGUAGE ABILITY** |

* English : Read, Write, Speak
* Malayalam : Read, Write, Speak
* Hindi : Read, Write, Speak

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| **PERSONAL DETAILS** |

Date of Birth : 30/06/1994

Nationality : Indian

State : Kerala

Country of Birth : India

Sex : Female

Marital Status : Single

Religion : Christian

Caste : Latin

**Visa Status : Transferable Visa**

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| **DECLARATION** |

I hereby certify that all the information stated above are true and complete to the best of my knowledge and belief.