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|  | BasmaBasma.333663@2freemail.com  |

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|  | Objectives An ambitious, enthusiastic and hardworking person with proven ability in lecturing and office administration. **Area of Expertise*** Practical and theoretical knowledge and experience in programming languages like C,C++,COBOL,VB,JAVA,Networking,UNIX&Shell programming and back ends like DBMS and SQL.
* Experience in handling MS-OFFICE,WORD,EXCEL,Powerpoint and windows.
* Experience in preparing presentations.
* Excellent logical and problem solving ability.
* Experience in handling students and motivating them to achieve their academic goals.
* Highly supportive and cooperative in practical lab.

Education* 10th(Central Board of Secondary Education ,1999)
* Plus-Two(Higher Secondary Board of kerala,2001)
* Bachelor of Computer Application(Mahatma Gandhi University,Kerala,2004 )
* Master of Computer Application(Madurai Kamaraj University,Tamilnadu,2007)
* IBM Certified Associate Developer WebSphere Studio V5.0(IBM Software Group,2005)

Experience* Front-office management(Veruvelil Group of Construction, from (March-May)2007)

Responsibilities:  Handling the clients directly and through phone and mail(both local and abroad),preparing the bills and estimates in Excel for clients and site visiting. * Lecturer(MES College, Erumeli (June-December2007))

 Responsibilities:  Handled theory and practical labs in C,C++,JAVA,MS-OFFICE and VB for BCA,BBA,BCOM and PGDCA students.  Conducted and supervised Mahatma Gandhi university Lab Exams for BCA ,Kerala in 2007. Personal details **Date of Birth**: 27-02-1984 **Nationality**: Indian **Language known**: English,Malayalam,Tamil.**visa status**: Residence visa(husband visa) Declaration I, hereby declare that all the above information are true to my best of knowledge. |
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