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| 10400 Aju.jpgAJU.336998@2freemail.com **Date of Birth** 10th March,1992**Languages**English - Fluent Hindi- ProficientMalayalam- NativeSex : MaleNationality : IndianMarital status : Single**Strengths*** Effective communication skill.
* Team player and leadership quality.
* Supportive and enriching mentality.
* Adaptability to new situations.
* Positive attitude.
* Analytical skills.
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| **Summary** |
| Highly motivated & energetic PostGraduate pursuant with more than a year experience as skill development trainer; distinguished from peers with a track record of organizing& conducting various programs and determination to capitalize on opportunities. Interested and have knowledge in banking, insurance, and administration.  |

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| **Work Experience** |
| Skill Development Executive (SDE)2015 – 2016ASAP, Government of Kerala Additional Skill Acquisition programme (ASAP) under joint initiative of General Education Department and Higher Education Department, Government of Kerala, India.**Responsibilities:*** ASAP1.jpgDelivering communicative English and Information technology for higher secondary and college students across different Institutions in India.
* Worked in different Skill Development Center's (SDC) of ASAP and managing MIS (management information system).
* Worked as an invigilator of Aptis test, an online test to evaluate English language proficiency conducted by the British council.
* Editor of digital magazine “ASAP WAY” published by ASAP to develop English language proficency of students.
* Served as administrator of ASAP district website.
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| **Activities** |
| * National Service Scheme (NSS) unit, Baselius College, Kerala, India

A public service programme under youth affairs ministry for developing student’s personality through community service.* Served as volunteer secretary conducting various programmes in college &several residential camps in the state.
* Leaders training camp organized by Mahatma Gandhi university for the NSS volunteer secretaries of various colleges.
* Student cordinator of Red Ribbon Club
* Conducted a blood donation camp in the college supported by HDFC bank.
* A data bank of college students and staff was prepared by surveying and found willing blood donors.
* Conducted motivation classes for unwilling blood donors and inspired many students to donate blood.
* Served as a volunteer in Kerala Federation for Blind Annual Conference.
* Active participant of ‘Haritha Vidyalayam’ project and won 2nd prize at school level.
* Participated in the workshop ‘Initiation to Mathematics’.
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| **Education** |

Insurance Institute of India – Professional ExaminationPassed an introductory paper ‘Principles of Insurance’ of  Licentiate Examination conducted by Insurance Institute of IndiaMaster’s Degree in Mathematics2013-till nowMahatma Gandhi UniversityKerala, IndiaBachelor’sDegree in Mathematics2010-2013Mahatma Gandhi UniversityKerala, India**Higher Secondary Examination2008–2010**Board of Higher Secondary ExaminationCrossroads English Medium HSS, Kerala, India**Secondary School leaving Examination2007 – 2008**Board of public examination,Crossroads English Medium HSS, Kerala, India

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| **IT Skills** |

Microsoft Word Windows OS Microsoft Excel Linux OS Microsoft Power point Basic computer packages

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| **References** |

References upon request. |