**Personal Profile:**

|  |  |
| --- | --- |
|  |  |
|  |  |
|  |  |  |  |
|  | DOB | : 16 April 1991 |  |
|  | Age | : 25 |  |
|  | Sex | : Female |  |
|  | Nationality | : Indian |  |
|  | Marital status: Married |  |
|  |  |  |  |
|  |



**Work Experience:**



1 year and 5 months worked in Accounts & Administrative assistant from Heritage Tours & travels Trivandrum.



**Linguistic abilities:**



English,Malayalam



|  |  |
| --- | --- |
|  | Nithya |
|  | Nithya.339580@2freemail.com  |

**Career Objective**

To be associated with the organization that provides an opportunity to improve my skills and knowledge.

**Academic Profile**

I completed my master degree in business administration (MBA) from University of Kerala. My specialization areas are finance & marketing from MIIT Ayur. I completed my graduation in business administration (BBA) from University of Kerala. (UIT Kottarakkara).

**Educational Qualifications**

* **MBA from Marthoma Institute of Information Technology Ayur in August 2015 affiliated to University of kerala.**
* **BBA from Uit Ayur in March 2012 affiliated to University of Kerala.**
* **Class XII from Easwara Vilasam HSS Kottarakkara in March 2009.**
* **Class X from Easwara Vilasam HSS Kottarakkara in March 2007.**

**Computer Knowledge**

DCA, MS Office, Tally, Windowsn XP, Windows

Vista , Windows 7,8

.

**Declaration**

I hereby declare that the above mentioned information’s are correct to the best of my knowledge and I bear the responsibility for the correctness of the above given facts.

**Place:**

**Date:**