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**FATHIMA**

**FATHIMA.339724@2freemail.com**

**Objective**

I would like to utilize my proficiency along with a flair for accuracy, towards performing my duties. Seeking a challenging job with a growth oriented organization where my skills and knowledge will be utilized to their full potential. To gain experience through learning, and also to work efficiently towards achieving individual, as well as organizational goals.

**Educational Qualification**

* MBA – HR & Marketing in 2016 under Kerala University from Mar Thoma Institute of Information Technology.
* B.Com (Co-operation) under Kerala University from Sree Narayana College, in 2014 with 84% marks.
* Plus-two – Commerce from Boys Higher Secondary School, under HSE board in 2011 with 80% marks.
* 10th from Sabarigiri Senior Secondary School, under CBSE board in 2009 with 64% marks.

**Projects Undertaken**

1. ***Company*:** Southern CashewExporters, Kollam

***Title:*** Work-life balance among employees.

***Project Area:*** HR

***Duration:*** 45 Days

1. A Case Study on Customer Satisfaction on Akshaya E-Centres with Special Reference to Punalur Locality.

**Internship:**

***Company:***Jaihind Tours and Travels Pvt. India Ltd., Trivandrum

***Duration:***One month

**Personal Qualities**

* Good Communication skills
* Good in maintaining relationships.
* Good in handwriting.
* Leadership Skills
* Problem Solving Skills

**Computer Knowledge**

* MS Office,
* Good Knowledge of Internet and E-mail.
* Tally

**Personal Details**

Date of Birth **:** 04-10-1992

Languages Known **:** English,Malayalam,Tamil

Nationality **:** Indian

Religion & Sex **:** Islam, Female

Marital Status **:** Married

Visa Status **:** Residence

**Declaration**

I hereby declared that all information furnished above is true to the best of my knowledge and belief.