**DONA **

dona.370363@2freemail.com

**Career Objective**

To practically implement my theoretical knowledge leading to a better learning and understanding of process and hence my growth with the organisation’s growth.

**Experience**

|  |  |  |
| --- | --- | --- |
| **Company Name**  |  **Period of work** | **Experience** |
| Auditing firm | 1-April-15 to 1-April-16 | 1 year |
| Adventures inc | 1-June-16 to till date | 1 year  |

**Academics**

|  |  |  |  |
| --- | --- | --- | --- |
| **Year** |  **Institution Name** |  **Course** | **Percentage** |
| 2008 | St Sebastian’s Higher Secondary school Koodaranhi | S.S.L.C | 80% |
| 2009 | Venerini Girls Higher secondary School Calicut |  Higher Secondary |  70% |
| 2010-2013 |  C.M.S College of Science and Commerce | BBM | 70% |
| 2011-2014 | Bharathiyar UniversityCoimbatore |  B.com, | 61% |
| 2014-2016 | Bharathiyar UniversityCoimbatore | M.com  | 55% |
| 2017 |  | CMA Perusing |  |

**Technical Skills**

Others Microsoft Office 2005/2007/2010, Tally

 **Project and Training**

|  |  |
| --- | --- |
| Topic | Time duration |
| Institutional training at Malabar Minerals Private Ltd, Thriuvambady | 1-12-2012 to 30-12-2012 |
| Project Report on Job satisfaction of employees at Parathasarthy CNC technology Ltd | 1-1-2013 to 31-1-2013 |

**Languages Known**

|  |  |  |  |
| --- | --- | --- | --- |
| **Language** | **Read** | **Write** | **Speak** |
| English |  |  |  |
| Malayalam |  |  |  |
| Hindi |  |  | - |
| Tamil |  | - |  |

**Hobbies**

* Reading
* Listening music

**Personal Profile**

**Personal Profile**

Date of Birth : 05/12/1992

Nationality : Indian

Gender : Female

Marital Status : Unmarried

Language Known : Malayalam, English, Tamil, Hindi,

**Declaration**

I hereby declare that the particulars furnished above are true and correct to the best of my knowledge and belief.

 Place: Calicut Signature

 Date:

 DONA