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| **Selestian** Email: selestian.328358@2freemail.com  |

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**CURRICULUM VITAE**

# **Career Objective**

* **To secure a position where my hard work, dedication and the ability to acquire new skills will advantage the organization I work for. I want to be a part of an organization that can provide me the opportunity to fulfill my sincere desire to augment my insight into my field of interest, gaining a substantial amount of experience**

# **Academic Qualifications**

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| **Qualifications** | **Year of Passing** | **Institution** | **Board / University** |
| **PROFESSIONAL DIPLOMA IN INDIAN, FOREIGN AND SAP ACCOUNTING** | **2016** | **G-TECH COMPUTER EDUCATION KANHANGAD** | **THE INTERNATIONAL ASSOCIATION OF BOOKKEEPERS (IAB)** |
| **DEGREE** | **2015** | **PEOPLES CO-OPERATIVE ARTS AND SCIENCE COLLEGE, MUNNAD** | **KANNUR UNIVERSITY** |
| **12th** | **2012** | **GOVERNMENT HIGHER SECONDARY SCHOOL, BANDADKA** | **HIGHER SECONDARY EDUCATION** |
| **SSLC** | **2010** | **GOVERNMENT HIGHER SECONDARY SCHOOL, CHATTANCHAL** | **KERALA STATE BOARD** |

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| **WORK EXPERIENCE IN INDIA** |

**INSTITUTE :**

**WORK PROFILE : OFFICE SECRETARY**

**PERIOD : 1 YEAR**

**PLACE : KANHANGAD, KERALA**

**FIRM : KVR DREAM VEHICLES PVT. LTD**

**WORK PROFILE : ACCOUNTANT**

**PERIOD : 6 MONTHS**

**PLACE : KASARAGOD, KERALA**

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| **TECHNICAL STRENGTH** |

* **Complete computer basic knowledge**
* **Professional Diploma in Indian, Foreign and SAP Accounting(PDIFAS)**

**Tally.ERP9**

**Peachtree**

**QuickBooks**

**SAP ACKA Accounting**

**Microsoft office**

# **Strengths**

* **Extrovert person**
* **Sincere and hard working.**
* **Willing to take responsibilities.**
* **Positive attitude and determination to learn changes in my area of specialization.**
* **Have a good leadership quality**
* **Able to face challenges and difficulties**

## Hobbies

* **Making friends and maintaining them.**
* **Listening Music.**
* **Reading.**
* **Travelling.**

# **Personal Information**

* **Date of Birth : 18-9-1993**
* **Gender : Male**
* **Marital Status : Unmarried**
* **Nationality : Indian**
* **Languages Known : English, Malayalam**

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

**Place : DUBAI SELESTIAN**

**Date : 24-12-2016**