**CURRICULUM VITAE**

**VIVEK**

**Dubai, U.A.E**

**E-mail:** **vivek-395272@2freemail.com**

**OBJECTIVE**

**Seeking a good career and holding a responsible position in the reputed organization and ensure credible performance to work towards exceeding the set goals contributes for the organization.**

**PROFILES**

* **Hard working and dedicated**
* **Good communication and analytical skills**
* **Can work under pressure with time bound performance**
* **Easy adaptability to situations**

**EDUCATIONAL ATTAINMENT**

* **Passed H.S.C from Kerala Board**
* **Passed S.S.L.C from Kerala Board**
* **B.Sc Chemistry from M.G University of Kerala**

**WORK EXPERIENCE**

* **Company name : Royal Kohinoor Jewellers**
* **Position : Sales Executive**
* **Period : From 2017 to Till**

**PERSONAL DETAILS**

* **Date of Birth : 23/03/1996**
* **Gender : Male**
* **Nationality : India**
* **Marital Status : Single**
* **Language Known : English, Hindi and Malayalam.**
* **Passport Details**
* **Date of Issue : 22/01/2018**
* **Date of Expiry : 21/01/2028**

 **TECHNICAL QUALIFICATION**

* **Diploma in Computer Application**
* **MS Word**
* **MS Excel**
* **MS Dos**
* **MS PowerPoint**

**EXTRA SKILLS**

* **Demonstrated ability to work efficiently with others and communicate effectively with a variety of people, including event managers and peers.**
* **Self-motivated and seeking for a challenging career to grow with experience.**
* **A creative and highly talented individual.**
* **Aim to associated with progressive and forward looking organization**
* **Professional achievement**

**DECLARATION**

**I do hereby declare that the above mentioned information is true to the best of my knowledge and belief , Future , I am sure that if a chance is given to me to serve in your esteemed organization, I will give my full efforts toward the betterment.**

**VIVEK**