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Tony-397199@gulfjobseeker.com

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| **PERSONAL DATA** |  |  |  |
|  |  |  |  |
| Date of Birth |  | : |  | 29.07.1987 |
|  |  |  |  |  |
| Sex | : |  | Male |
| Nationality | : |  | India |
|  |  |  |  |
| Marital Status |  | : |  | Married |
|  |  |  |  |  |
| Height | : | 160 |
| Weight | : |  |  |
| Blood Group | : |  | O+ |
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**LANGUAGES KNOWN**

|  |  |  |  |
| --- | --- | --- | --- |
|  | English | Speak, Read, Write |  |
|  |  |  |  |  |  |
|  |  |  |  |  |
|  | Malayalam |  | Speak, Read, Write |  |
|  |  |  |  |  |  |
|  |  |  |  |  |
|  | Hindi |  | Speak, Read, Write |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  | Tamil |  | Speak, Read, Write |  |
|  |  |  |  |  |  |
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**TONY**



**ABOUT ME**

To secure a position where I can efficiently contribute my skills and abilities to the growth of the organization and build my professional carrier.

**PROFESSIONAL EXPERIENCE**

**SUMMARY**

Worked as a Customer Care Executive in US based Firm in home country From 2012 – 2013

Worked as a Customer Care Executive in Info-park at Kochi from 2013 - 15

Worked as data entry operator in M/s Professional System Integrator, Abudhabhi, UAE Since 2015 – 2017

Worked as Data Entry Operator in Abudhabhi, UAE., Since March 2017 - 2019

**EDUCATION**

**BACHELOR OF BUSINESS ADMINISTRATION** - Annamalai University

**POLY DIPLOMA -** Electrical & Electronic Al – Amen Institute of Technology

**AISLC - Anglo Indian School Leaving Certificate**

**DIPLOMA -** Data Entry Certified ICDC TVM

**DOA – Diploma in Office Automation**

**PERSONAL SKILLS**

* Data entry with high speed & accuracy Microsoft word, Microsoft Excel, Power point, Microsoft Windows
* English Communication in Verbal & Writing Education

**HOBBIES**

Still Photography

Travelling

Listening Music

Playing Football

**DECLARATION**

I hereby declare that all the information given above is true to

the best of my knowledge and belief.

**Place : TONY Date :**