**CURRICULAM VITAE**

 ** SREELAKSHMY PADMAKUMAR**

 **LAKSHMY NIVAS**

 **THEKKEKALAPURAKKAL HOUSE**

 **ELAMKUNNAPUZHA, VYPIN, KERALA**

 **MOB: 9544288438, 7558096520**

 **lakshmygauri2010@gmail.com**

CAREER OBJECTIVE

To be associated with a progressive organization that provides me an Environment to hone my skill and hence contribute to the welfare of the organization and to apply my knowledge and skills in order to keep abreast with latest trends and Techniques’.

* **ACADEMIC QUALIFICATION:**

**DEGREE : B.A ENGLISH**

**Institution : Mahathmagandhi University**

**Location : Ernakulam**

**Institution : Govt. of KERALA**

**Year of Passing : 2018**

 **Pursuing : M.A ENGLISH**

* **COMPUTER PROFICIENCY**

**Edition : MS OFFICE**

 **Excel,Mailing & browsing such E-Work**

**WORK EXPERIENCE:**

* Worked as **CUSTOMER SUPPORT EXECUTIVE in MALAYALA MANORAMA at COCHIN BRANCH** JUNE 8th 2018 to 31st MAY 2019.
* Presently working in **DUBUS EXPORTS** - A FRANCE **BASED COMPANY as COMPANY ADMIN**.

**ADDITIONAL QUALIFICATIONS:**

* **Language Proficiency**

**Proficiency in English, Malayalam, Tamil, Hindi and Kannada**

**Personal Traits**

* **Enthusiastic Performer**
* **Adaptable Hard-worker**
* **Eager to learn**
* **Team oriented person**
* **Responsible and punctual**

**Areas of Interest & Hobbies**

* **Listening to Music**
* **Watching T V**

**PERSONAL INFORMATION**

**Date of Birth : 07-01-1991**

**Father Name : PADMAKUMAR**

**Sex : Male**

**Martial Status : Married**

 **Nationality : Indian**

**Communication Address : MOOTHEDATH HOUSE,OPP THATHVAMASI RESIDENTS ASSOCIATION OFFICE,PERUMALPADY KARTHEDAM ROAD ,VYPIN ,KERALA.**

**References:**

**Mrs ANEET VARGHESE**

**FLOOR MANAGER MARKETING DEPARTMENT**

**MALAYALA MANORAMA**

**PANAMPILLY NAGAR , COCHIN**

**+91 9846429869**

**DECLARATION:**

**I consider myself familiar with curricular and Extra-curricular aspects. I am also confident of my ability to work in a team.**

**I hereby declare that all the details furnished above are true to my knowledge and if given a chance I will prove my efficiency towards the betterment of the concern.**

**Date: 12/11/2019**

**Place: COCHIN**