**SWETHA SANJAY**

‘Kunnil House’

Valiyavila, Email:sanjay.swetha.nair0007@gmail.com

Vattiyoorkavu P.O Mob: 8075492265

TVM, KERALA

Pin-695013

**CAREER OBJECTIVE**

To obtain a challenging and progressive position in an industry, where I can utilize my knowledge, hard working capacity and creative thinking aid to achieve the industries goals and customer satisfaction.

**PROFILE SUMMARY**

* Enthusiastic and energetic self-starter who is decisive under stressful conditions.
* Goal oriented and creative, able to work independently and as member of a team.

**ACADEMIC QUALIFICATIONS**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Course** | **Institution** | **Board/**  **University** | **Year of Passing** | **Percentage%** |
| Bachelor of Business Administration | University of Information Technology,NTA | KERALA UNIVERSITY | 2017 | - |
| XII | Carmel Girls’ Higher Secondary School TVM | STATE | 2013 | 83 |
| X | Carmel Girls’ Higher Secondary School TVM | STATE | 2011 | 79 |

**ACADEMIC REPORTS**

Name of the project**: HUMAN RESOURCE MAMAGEMENT**

Project on EMPLOYEE WELFARE AND SATISFACTION

**TECHNICAL SKILLS**

* Advance Office Automation

**INTERESTS**

* Dancing
* Singing
* Reading
* Social Work

**LANGUAGES KNOWN**

* English,Hindi,Malayalam

**PERSONAL DETAILS:**

Name: Swetha Sanjay Age: 21

DOB: 19/10/1995 Sex: Female

Father’s Name: Sanjay R Nair

**DECLARATION:**

I hereby declare that all the details furnished above are true to the best of my knowledge.

Place: TVM

Date: Swetha Sanjay