



## *Suneesh.S*

**Present Address:**

SuneeshBhavan,  
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Kerala, India - Pin 691 531

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## OBJECTIVE

I am seeking a competitive and challenging environment where I can serve your organization and establish an enjoyable career for myself.

## EXPERIENCE

No. Of Years	Nature of work and place	Service offered.	Duration of work
2	Hostel Warden, Amrita college of engineering, Karunagappally	Hostel administration	July 2017 to present
5.7	Data entry operator, University of Kerala, Thiruvananthapuram	Office administration work	June 2011 to Feb 2017
1	Service Engineer (Computer Hardware and Networking), Global Systems, Kottarakara..	Computer Hardware Assembling, Applications Installation and Configure Networking	March 2009 to March 2010

1	Computer Operator, District Hospital, Kollam	Hospital OP and IP entry, Billing and Administration duties	June 2007 to May 2008
2	Data entry operator, IHRD College of engineering, Kottarakara.	Office administration duties	August 2005 to May 2007

## PERSONAL INFORMATION

Name of Father : P Surendran Pillai

Date of Birth : 29/05/1985

Sex : Male

Religion : Hindu

Marital status : Single

Passport No. : S 4173535

Expiry date : 10/09/2028

## ACADEMICS

**BA Economics,**  
NSS College, Nilamel (Kerala University)

**VHSE**  
RVVHSS, Valakom (Kerala Board)

**SSLC**  
Govt High School,  
Sadanandapuram (Kerala Board)

## TECHNICAL KNOWLEDGE

**Diploma in Computer Application** (ECIT)

**Diploma in Computer Hardware & Networking** (Keltron)

**Certificate in Data Entry Techniques & Office Automation** (IHRD)

## SKILL

<b>Language</b>	English, Hindi, Malayalam
<b>Operating System</b>	Windows & Linux
<b>Applications</b>	MS Word, MS Excel, Power Point, Open Office, Pagemaker, Photoshop, Corel Draw, ISM

Above mentioned information are true and best of my information. Optimistically looking forward for a fruitful association with the organization.

Yours truly

Name : Suneesh S