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| SHAINU JOSEPH CURRICULUM VITAE C:\Users\acer\Desktop\shijo\ppb57421.jpg  **SHAINU JOSEPH**  **Current Address:**  **NJALLIYIL H**  **Murickassery P O**  **Pathinaram Kandam**  **Idukki Dist**  **Kerala State - 685604**  **Mobile:**  (+91) 9748314544  (+91) 9326963764    **E-Mail:**  [**shainujoseph@gmail.com**](mailto:shainujoseph@gmail.com)  **Personal Details:**  **Date of Birth:16.08.1983**  **Sex:** Male.  **Cast**: Christian RC  **Nationality:** Indian. **Marital Status:** Married. **Linguistic Proficiency:**  English, Malayalam Hindi & Tamil  **Software Packages:**  MS-Office, Internet,  Diploma in Computer Application  **Permanent Address:**  Njalliyil (H),  Thekkethu Kavala (PO)  Ponkunnam  Kottayam (Dist)  Kerala -686519, | **Objective :**  Intend to build a career in hi-tech environment with committed & dedicated people, which will help me to explore myself fully and realize my potential. Willing to work as a key player in an organization which progress dynamically and enhances my skills. To be dedicated in my work and learn from every endeavor for the amelioration of the firm and myself.  .  **Personal Traits**   * Team and Interpersonal skills * Excellent team player. * Innovative and Savvy. * Extremely receptive to new ideas and learning. * Very Interactive.     **Academic Qualifications :**   |  |  |  | | --- | --- | --- | | **Examination Passed** | **Name of Univ./Board** | **Year of Passing** | | Bsc Mathematics | Calicut University | 2005 | | H.S.C. | HSE Board Kerala | 2002 | | S.S.LC. | Public Exam Board Kerala | 1999 |   **Computer Proficiency:**   * Ms Office Suite. * Internet and email operations   **Work Experience :**   * I joined ‘**Muthoot Finance Ltd**’ at Kolkata as an Audit Executive on 5th July 2010.I have promoted to Assistant Manager/ Audit In charge from 2015,presently working in Mumbai Region as a Deputy Manager (Full Verification Team).   Basic Profile :–   * Internal Audit of Branches . * Verification of Daily work plan, and Motivating Staffs * Verification of Gold loan accounts. * Verification of Daily transactions * Verification of KYC Records, and other stocks. * Preparation of Audit program.   Conduct Training of all staffs who was posted in operational level in monthly basis    **Strengths :**   * Accepting any challenge with positive Attitude. * Maintain good interpersonal relationship. * Result oriented. * Think Innovatively.   **Professional Attributes :**   * Thorough knowledge of accounts. * Team Player, Reliable & Consistent. * Sound Knowledge of Computer.   I hereby declare that all above information furnished by me is true & correct in the best of my knowledge.  Place: Murickassery  Date:28.12.2021  **(Shainu Joeph)** |
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