

UMMUL FAIZA. K

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WORK EXPERIENCE

- **Guest Relation Executive, MATRIA Exclusive Women & Child Hospital, Calicut, Kerala, Calicut, India**(Oct 2017 to Present)
- **Receptionist (Customer Relations), Baby Memorial Hospital, Calicut, Kerala, Calicut, India**(Jun 2011 to Jun 2012)

EDUCATIONAL BACKGROUND

- **JDT Islam College, Calicut, Calicut, BACHELOR OF ARTS**, 2011, Functional English
- , , **Diploma**, 0, Professional Accounting

SKILLS

- **advanced ms office excel**
- **word and power point**
- **tally erp**
- **peachtree**

PERSONAL BACKGROUND

- **Birthday:** - 1990-04-02