

CURRICULUM VITAE



MANU JOSEPH

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PERSONAL INFORMATION

Permanent Address : S/o Joseph Kuzhiveliyil
Kuzhiveliyil House
Pallathadka PO
Badiyadka, Kasaragod
Pin: 671551

Current Address : Kuzhiveliyil House
Near Uma Nursing Home
CK Quarters
Karanthakad
Kasaragod - 671121

Date of Birth : 02-07-1994

Nationality : Indian

Sex : Male

Marital Status : Married

DRIVING LICENSE DETAILS

License No : 14/6752/2013
Date of Issue : 20-08-2013
Date of Expiry : 19-08-2033

LANGUAGES

- ❖ Malayalam
- ❖ English
- ❖ Hindi
- ❖ Tamil
- ❖ Kannada

OBJECTIVE

Seeking a challenging position in working environment for me to continue practicing and expanding my skill set and knowledge base to attain success of the company and to the growth of fast developing field.

ACADEMIC RECORD

- **B.Com (Elements of Insurance)**
from Annamalai University (2018-21)
- **Draughtsman (Civil)**
from NCVT (2015-17)
- **Plus Two (Commerce)**
from Kerala Board of Higher Secondary Examination (2012-14)
- **SSLC**
from Kerala Board of Secondary Examination (2010-11)

WORK EXPERIENCE

- Worked as a **Order Picker** in **Al-Dawaa Pharmacy, Saudi Arabia** for the **period of 2 year.**
- Worked as a **Product Executive** in **Shriram City Union Finance Ltd, Kasaragod** for the **period of 1 year.**
- Worked as a **Salesman** in **Joy Alukas Jewellery, Chennai** for the **period of 1 year.**

TECHNICAL SKILLS

- Ms. Office (Ms Word, Ms Excel, Ms PowerPoint)
- Use of Internet and Mailing
- AutoCAD

SKILLS

- Good Communication skills with positive attitude.
- Able to work under pressure to meet deadlines with ease and efficiency
- Flexible, Hardworking, Sincere & Honest
- Good Leadership Quality
- Interpersonal leadership skills
- Team work
- Friendly and positive
- Positive attitude and hard worker

DECLARATION

I hereby declare that the information furnished above is true to the best of my knowledge.

Place: Kasaragod

Date:

MANU JOSEPH