

RENSON REJI

C/O Emirates Building Systems Co LLC DIP-1, Dubai, U.A.E

Email: 123rensonreji@gmail.com

Phone: +97155 323 4108

WORK EXPERIENCE

- **Computer Operator / Office Staff, Emirates Building Systems Co LLC DIP 1, Dubai, U.A.E,** Dubai, United Arab Emirates(Sep 2018 to Present)
- **Accounts & HR Co-ordinator, G.R. Residency ,** Trivandrum, India(Dec 2015 to Jan 2017)
- **Accounts Trainee, International Air Travels (P) Ltd,** Pathanamthitta, India(Jun 2015 to Dec 2015)

EDUCATIONAL BACKGROUND

- , Adoor, **Diploma**, 2015, IATA

SKILLS

- **ms office & document control**
- **windows**
- **outlook email**
- **book keeping etc.**

PERSONAL BACKGROUND

- **Birthday:** - 1996-07-02