

# CURRICULUM VITAE

**NIHALA ASHRAF**

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## **CAREER OBJECTIVE:**

To secure a position where I can efficiently contribute my skills and abilities to the growth of the organization and build my professional career.

## **Educational Credentials**

- Currently pursuing BA(hons) with finance at west ford university college
- Completed higher secondary education from **New Indian Model School Dubai** (2020).
- Completed high school from **New Indian Model School, Dubai**.

## **DUTIES AND RESPONSIBILITIES**

- Data handling.
- Sufficient knowledge of computer.
- Good experience in interacting with people.
- Have excellent communication skills.
- Energetic and enthusiastic.
- Good teamwork and very cooperative.
- Have excellent interpersonal and intrapersonal skills.
- Have a strong desire to attain goals and work hard to attain them.
- Demonstrate the capacity to collaborate effectively and cooperatively with personnel at all levels.

## **SKILLS**

- Speed typing skills.
- Microsoft office.
- Internet proficiency

**PERSONAL DETAILS:**

Nationality: Indian

Date of birth: 03/03/2002

Sex: Female

Marital status: Single

Passport number: R 7709141

Languages known: English, Hindi & Malayalam.

**DECLARATION**

I hereby declare all the above details are true and correct to the best of my knowledge and belief.

**NIHALA ASHRAF**

Place: Dubai