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| C:\Users\dell\Downloads\WhatsApp Image 2023-01-05 at 11.01.35 AM.jpeg |  | ACADEMIC CREDENTIALS MASTER OF COMMERCE (FINANCE)* COLLEGE OF APPLIED SCIENCE(IHRD)

 THAMARASSERY, 2017-2019**BACHELOR OF COMMERCE (COMPUTER APPLICATION)** * HOLY CROSS COLLEGE CALICUT

(2013-2015)PLUSTWO(2011-2012) * GVHSS BALUSSERY
* **WORK EXPEREINCE**
	+ **KALYAN JEWELLERS (SALES COODINATOR)**
		- Managing my kalyan office
		- Handling payments,calls & customers
		- Preparation of records
		- Creation of leads
		- Managing field staffs
	+ **TATAPOWER SOLAR(KODCOENERGY) FINANCEXECUTIVE**
		- Central core team member
		- Link between channel partner and Tata Power Solar
		- Coordination ,management,and controlling work order of each channel partners across Kerala
		- Verification and correction of work order through Bitrix software
		- Tracking payments
		- Collection & Processing of cheque
		- Record details of cheque deposit

**CAREER OBJECTIVE** TO WORK FOR AN ORGANIZATION PROVIDES ME THE OPERTUNITY TO IMPROVE MY CREATIVITY SKILLLS AND KNOWLEDGE TO GROWTH ALONG WITH THE ORGANIZATION OBJECTIVE**AWARD AND RECOGNITIONS*** GOT STATES BEST NSS VOLUNTEER AWARD 2012

**STRENGTH*** flexibility and adaptability
* tolerance
* creativity
* positive attitude
* leader ship
* management
* coordination and control
* team work
* time management
* decision making

**DECLARATION** I HEREBY DECLARE THAT THE GIVEN INFORMATION IS TRUE TO THE BEST OF MY KNOWLEDGE. ANUSREE VK |
| ANUSREE .V.Kpersonal detailsFather’s name: PadmanabhanMother’ s name: Suma .pDOB : 25-1-1995Gender : femaleNationality : IndianContact no : **8848766145** EMAIL:anusreevkpoonoor@gmail.comCOMPUTER PROFICIENCY* MS Exel/word
* Tally ERF9
* Bitrix 24

 HOBBIES* Social work
* Cooking
* travelling
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