**PROFILE**

**SWAPNA KUMARY R**

**MANUJA VILASAM**

**MULLAKKARA**

**VATTATHAMARA P.O**

**KUMMIL**

**KADAKKAL**

**Mob No : +918086084690**

**Email :** **swapnamanoj86@gmail.com**

 **OBJECTIVES**

To be an outstanding staff in an organization, that will enable me to utilize my knowledge and logical thinking to the best and improve and upgrade my skill.

**EDUCATIONAL QUALIFICATION**

1. B.Com Co-operation
2. Plus Two
3. SSLC

**COMPUTER KNOWLEDGE**

* DCA
* TALLY
* DTP

**PERSONAL PROFILE**

* Date of Birth : 20/05/1986
* Religion : Hindu
* Sex : Female
* Marital Status : Married
* Name of husband : Manoj S S
* Nationality : Indian
* Languages Known : English, Hindi & Malayalam

**SKILLS**

Accounting Skill

Customer Service

**EXPERIENCE**

Ten years Experience as a computer faculty in Gurudev computers kadakkal

Six months experience as a Data Entry Operator in DMO (H) Kollam

Two months experience as a Data Entry Operator in Government Medical College Kollam

**DECLARATION**

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

Place : Kummil

Date : 05/02/2024 **Swapna Kumary R**