

# ADITHYA PRASAD

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## Education

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2017/06 – 2020/03      **Bsc botany**  
KOTTAYAM, India      *Mahatma Gandhi University*

## Professional Experience

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2020/08 – 2021/09      **Service trainee**  
Kochi, India      *Vindia enterprise*  
Effective liaison between customers and internal departments.  
Promptly responded to inquiries and requests from prospective customers.  
Monitored cash drawers in multiple checkout stations and maintained adequate cash supply.  
Investigated and resolved customer inquiries and complaints quickly.  
Managed timely and effective replacement of damaged or missing products.

## Skills

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• Money handling abilities • Strategic sales  
knowledge • Report preparation • Shipping  
procedures understanding • Warehousing functions  
• Stocking and replenishing • Receiving support

## Languages

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English	Hindi	Tamil
IELTS		

Malayalam

## Courses

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**MERN STACK**  
*Entry*

## Organizations

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2018 – 2021      **NSS**  
KOTTAYAM, India      *Volunteer secretary*