

PEEYOOSH P

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CAREER OBJECTIVE

To make a growth - oriented career in banking sector, developing business by working with a reputed organization in the position, which will give me the space to grow along with it and enhance my potential while I can contribute to the organization using my current knowledge, qualifications and experience.

PROFESSIONAL EXPERIENCE

1) Consortium Clinical Research Pvt LTD.

Worked as **Clinical research coordinator** in from 10/02/2011 to 10/05/2011.

2) UAE Exchange & Financial Services Ltd.

Presently working in **UAE Exchange and Financial Services Ltd.** Kannur KVR Tower branch as officer Since May 2011.

Summary of Job profile:

- As an Administrative work, handling general office duties including data entry, Office Correspondences, Client interaction.
- Handling Foreign Exchange Operations package in accordance with RBI (Reserve Bank of India) guidelines set for Foreign Exchange Operations.
- Monitoring the payments of Inward Money Transfer services made from abroad.
- Dealing with all major Foreign Currencies & Travelers Cheque (Both Buy & Sell) and processing all swift transfers.
- Jobs related to Travel, Air Ticketing, Passport & other allied services.
- Coordinating and Issuing Train tickets for all Indian branches.
- Marketing and materializing of all other products relating to the company.

EDUCATION DETAILS

MSc Bioinformatics
St Aloysius College. mangalore.
Mangalore University.

2008 - 2010

Bsc Bioinformatics.

2005 - 2008

Our college of Applied Sciences.
Kannur University.

JDC.

Higher Secondary in Science

CHMHSS .Ealayavoor Kannur, Kerala.

10th

CHMHSS .Ealayavoor , Kannur, Kerala.

2004 - 2005

2002 - 2004

2002

PROJECT DONE

Sequence Analysis of Gene BCL-6 Lymphoma.
Done Phase1 trial of Geno pep 1.

TECHNICAL SKILLS

- ⌚ Platforms : Windows 98, Windows XP
- ⌚ Languages : C, C++, JAVA, PERL
- ⌚ Development Tools : MATLAB, Bioinformatics Tools
- ⌚ Database : ORACLE 9i, SQL
- ⌚ Scripting Languages : HTML

COMPUTER SKILLS

LANGUAGES KNOWN

- ⌚ English, Hindi and Native in Malayalam

STRENGTHS

- ⌚ Flexible & Ability to get along with people at every level of organizational hierarchy
- ⌚ Always willing to take up and enlarge responsibilities
- ⌚ Quick to adapt to situations and ability to extend to new areas in short time frame
- ⌚ Goal Oriented, Competitive, Initiative & the Willingness to learn
- ⌚ Good Communication, Interpersonal & Organizing skills & Team building abilities

PERSONAL DETAILS

Date of birth	: 10- 07 – 1985
Sex	: Male
Nationality	: Indian
Marital Status	: Single
Passport Details	: G 9695540
Father's name	: E P VINAYAN

SPECIAL INTERESTS

 Foot ball, browsing Internet, traveling .

REFERENCES & SUPPORTING DOCUMENTS

Available on request

DECLARATION

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

Place : kannur

Date : 21/01/2015

[PEEYOOSH P]