**JEFF JOHN**

Mandapathill House,

Chembumukku,

Kakkanad West P.O,

Kochi -30

Mob: **+91-9895714289**

Email id:- [**nanoj17@gmail.com**](mailto:143jerinjoseph@gmail.com)

**Objective:**

To work with an organization of repute and discharge my responsibilities to the best of my abilities with honesty, sincerity and integrity and utilize my experience skills and education towards achievements of organizational goals

**Educational Qualification:**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Course | Branch of Study | College | Board | Year of Completion |
| BBA | Management | Distant Education | Sikkim Manipal University | Ongoing |
| BTECH | Electronics and Communication | Viswajyothi College of Engineering and Technology,Vazhakulam | M G University | 2011 |
| XII | Computer Science | Rajagiri Higher Secondary School, Kalamassery | Kerala Board Of Examination | 2007(completed) |
| X | All Subjects | Assisi Vidyaniketan Public School,  Chembumukku | CBSE | 2005(completed) |

**Experience:**

* Worked as a Customer Service Associate(Sales) at ACIS- A Company of

Allianz (March 2015- October 2015)

* Worked as a Process Associate(Semi Tech Process) in UST Global ((March 2014-September 2014)
* Worked as a Counsellor at Grace Palliative Care Unit (January 2013-February 2014)
* Was involved in a Family Business Venture(May 2011-November 2012)

**Technical Skills:**

* Languages : VB (Visual Basic),C
* Operating systems : Microsoft Windows XP, Windows 7 & 8
* Software : MS Office(M.S Excel, Outlook, M.S Word & Power point)

**Community Works:**

* Was involved in Santhwana Evangelisation Community,Delhi.
* Member of Jesus Youth Organisation



|  |  |  |  |
| --- | --- | --- | --- |
| **Language** | **Speak** | **Read** | **Write** |
| English | Yes | Yes | Yes |
| Malayalam | Yes | Yes | Yes |
| French | - | Yes | Yes |
| Hindi | - | Yes | Yes |

**Personal Skills:**

* Leadership and organizational skills
* Quick learner
* Good Communication Skills.

**Interests:**

* Listening music
* Traveling
* Playing Sports
* Group Activities

**Personal Details:**

* Date of Birth : 02/07/1989
* Gender : Male
* Father’s Name : Jeff John
* Mother Tongue : Malayalam
* Nationality : Indian
* Marital Status : Single
* Religion Caste : Catholic, RCSC

**Reference:**

* Available on request



I do hereby declare that all the information furnished above is correct and true; best of my Knowledge and belief.

Yours Sincerely,

Place: Kochi

Date: **JEFF JOHN**