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| s CURRICULUM VITAE ***Anju M N*** G:\anju indira.jpgCONTACT INFORMATION. **PERMANENT ADDRESS:**  *Anju M N, D/O Narayanan*  *Mundakkathekkathil (h),*  *Adimali (PO),*  *Idukki Dist.*  *Kerala, S. India*  *Pin: 685 565*  **MOBILE**: 9446288873    **E-MAIL:**  anju.m.nair24@gmail.com  PERSONAL DETAILS:  **DATE OF BIRTH** : 24/04/1994    **SEX** : FE MALE.  **NATIONALITY**  : INDIAN. **MARITAL STATUS**: SINGLE. | Statement of Purpose.  Seeking a position to utilize my skills and abilities in an organization that offers challenge and professional growth while being resourceful, innovative and flexible.  Academic Record.   |  |  |  | | --- | --- | --- | | **Description** | **University/Institution Studied** | **Year of Completion** | | MBA | Marian Academy of Management Studies, Puthupady, MG University | Pursuing | | BBA | NSS College, Rajakumari,  MG University Kottayam | 2015 | | Plus Two | Board of Higher Secondary Examinations. Kerala | 2012 | | SSLC | Board of Public Examination, Kerala | 2010 |   Computer Knowledge   * MS office – Ms word and Excel   Other Courses And Training Undergone   * Two day workshop by KARVY Stock Broking Company ltd. at Lead College Palakkad. * Summer internship at KAMCO Ltd. Aluva. * Attended National seminar on “EMERGING TRENDS AND CHALLENGES IN HUMAN RESOURCES MANAGEMENT” in 2014 at Nirmala College Muvattupuzha. * Parinam, three day workshop on softskills by Er. Manu K.S and team. * One day training session by Mr.Samson Thomas |
| **LANGUAGES KNOWN:**  ENGLISH.  TAMIL.  MALAYALAM.  **INTERESTS AND HOBBIES:**  LISTENING MUSIC.  SURFING INTERNET.  TRAVELLING.s | Achievements   * R&D member of **CAERUS 2K16,** Management fest held on Marian Academy of Management Studies. * Class manager of BBA. * Active member of **PRAKRUTHYGRAMAM** of Marian Academy. * Organising an ethnic food festival **‘DHE KAPPA’** at Marian Academy of Management Studies. * Game co-ordinator of ‘**ORU VATTAM KOODI**’, conducted in Marian Academy of Management Studies. * Coordinator of **FRIENDSHIP DAY PROGRAM** conducted at Marian Academy of Management Studies. * Coordinator at **MEGA JOB FAIR** Placement drive conducted at Marian Academy of Management Studies.   Personal Skills   * Good communication Skills. * Ability to move with in a Team and share my ideas and Visions. * Ability to deal with people diplomatically. * Believe in attitude, Hardworking with commitment, can learn things quickly.   Reference   1. Manu K.S   Chief trainer Open Up  Email: [talktomanuks@gmail.com](mailto:talktomanuks@gmail.com)  Mob: 9645455599   1. Asst. Prof. Sebastian Joy Panattil   Head of the Department MBA ,  Marian Academy of Management Studies, Kothamangalam  Mobile: +919745320346  I confirm that the information provided by me is true to the best of my knowledge and belief.  ***Thanking you***    *Yours sincerely*  *(SARANYA)* |