

JESSICA CLAIRE

 resumesample@example.com

 (555) 432-1000

 Montgomery Street, San Francisco, CA 94105

PROFESSIONAL SUMMARY

- 2 years of work experience as an Executive Assistant.
- Exceptionally well organized and detail oriented.

SKILLS

TECHNICAL SKILLS

- C, C++, Basics of C#, HTML, Python, JavaScript
- Databases :SQLite, PostgreSQL
- IDE : Pycharm, Eclipse,
- pgAdmin :Postgresql tool
- Operating System : Windows XP/7/8/8.1, Android, Ubuntu 14.04

SOFT SKILLS

- Leadership Strong
- presentation skills
- Conducted Training programs on Odoo
- Communication skill
- Bilingual English & Malayalam, Fluent reading/writing Hindi

EDUCATION

Government Engineering College
Thrissur
Thrissur, Kerala, India • 2015

Bachelor of Science: Computer Science & Engineering
Qualified BTech with First Class from one of the most reputed and rated Engineering College in India

Chinmaya Vidhyala
Calicut, Kerala • 2011

High School Diploma
Scored 90% in the High School Final Board Exams

Presentation Higher Secondary school
Calicut, Kerala, India • 2009

10th STD
Achieved 98% for the 10th board Exam

WORK HISTORY

Two95 International Inc. - Python Developer

Portland, ME • 07/2015 - 2017

- Odoo ERP customisation, Build modules for smooth management of business for clients
- Conducted training classes on Odoo for clients

Cybrosys Technologies Pvt. Ltd - Internship Trainee

City, STATE • 04/2015 - 07/2015

Got Training Python Language, Javascript, SQL , PSQL, Basic training on Django a web framework

ACTIVITIES

- Active member in oasis pain and palliative care unit in college
- Visiting Old age homes
- Conducting classes for children in juvenile home