



Name : Jeleetta Mathew

Address : Kolettu(H) Thrickodithanam Po
Changanacherry

Date of Birth : January 30th 2001

Age : 19

Sex : Female

Email : jel220394@gmail.com

Contact Number : 9544153003

Religion : Christain

Caste : Roman Catholic

Nationality : Indian

Marital Status : Unmarried

Educational Qualification

- 10th from Cluny School Changanacherry (CBSE) in 2017 with 94% marks.
- 12th from St Teresas Bethany Convent Chengaroor Mallapally (GOVT Higher Secondary Board Kerala) in 2019 with 79% marks.
- Pursuing BA English Model 2 Administrative Assistant.

Achievements

- Won prize in A* 100m Relay and 4* 400m Relay.
- Proficiency awards.
- Won cash prizes in Sunday School Examination.
- First position in Oppana.
- Third position in Elocution and Recitation.

Skills

- Dance
- Computer operating skills
- Anchoring
- Administrative

Character Skills

- Organisation

- Communication
- Determined
- Leadership
- Time Management
- Fast typing
- Eager to know about computer software development, technologies.
- Powerpoint presentation
- Goal oriented

Hobbies

- Reading novels
- Use social media platforms to interact
- Listening to music
- Learn new words and meanings in English

Strength

- Initiative
- Creativity
- Collaboration
- Confident

Weakness

- Self Criticism
- Too detail oriented
- Too sensitive

Languages known

Languages	Speaking	Reading	Writing
English	✓	✓	✓
Malayalam	✓	✓	✓
Hindi	x	✓	x

I hereby declare that the above details are correct to the best of my knowledge.

Date: 30/10/2020

Name: Jeleetta Mathew

Place:Thrickodithanam

