

CURRICULUM VITAE

NIDHI RAM

Kalalayam

Puthenchandha

Varkala P.O, Trivandrum

Mob : +91-9633537572(IND)

Email ID: nidhikalaramji91@gmail.com



CAREER ASPIRATION:

To learn and function effectively in an organization through constant up gradation of my knowledge and skills and be able to deliver to the bottom line.

TECHNICAL EXPERTISE:

- ❖ **Operating Systems** : Windows95/98/97/2000/XP/2003/7/
- ❖ **Tools** : MS Word, MS PowerPoint, MS Excel, Tally.ERP 9

AREA OF INTERESTS:

- Accountant
- Finance and administrator

SKILLS SET:

- Good Team-player
- Excellent Relationship & Hardworking
- Sincere, Dedicated & Trustful
- Leadership Quality & Punctual
- Customer Handling

EXPERIENCE:

- ❖ Worked as an Office Administrator including Accounting and budget preparations in Vikram Sarabhai Space Center, Thumba, Trivandrum (ISRO) with an experience of 4 years.
- ❖ Worked as an Audit Trainee under Chartered Accountant with an experience of 1 year.
- ❖ Worked as an Accountant in Al Salama School of Safety Studies, Thampanoor, Trivandrum.

ACADEMICS:

• Schooling

- ❖ XthSSLC Kerala Board Exam [Navabharath Higher Secondary School in March 2007.]
- ❖ Higher Secondary [Amrita Sanskrit Higher Secondary School, in March 2009.]

• Graduation

- ❖ **Bachelor Degree of Commerce specialised in Computer Application** (2009-2012)
(Kerala University) with First Class at AJ College of Science & Technology,
Thonnakkal, Trivandrum
- ❖ **Master Degree of Commerce specialised in Finance** (2012-2014) (Kerala University)
with First Class at AJ College of Science & Technology, Thonnakkal, Trivandrum

PERSONAL INFORMATION:

Name	: NIDHI RAM
Nationality & Gender	: Indian, Female
Date of Birth	: 28 th July, 1991
Marital Status	: Married
Languages Known	: English, Malayalam
Hobbies	: Listening Music, Reading, Driving etc

CERTIFICATION:

I, NIDHI RAM, declare that the above information is true and correct to the best of my knowledge and nothing has been concealed or distorted.

Place: Varkala

(NIDHI RAM)