

**SAPNA S**

**CONTACT DETAILS:**

ADDRESS : TC: 64/1064, KARUMOM

TRIVANDRUM, 695002

CONTACT NO : 9947659085, 7012163564

E-MAIL : sapnasapss37@gmail.com

PASS PORT NO. : T2046553

**PERSONAL DETAILS;**

DATE OF BIRTH : 04-03-1995

NATIONALITY : INDIAN

MARTIAL STATUS : SINGLE

LANGUAGE KNOWN : ENGLISH, MALAYALAM

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| COURSE | SCHOOL**/**COLLEGE | PERCENTAGE |
| SSLC | GGHSS COTTONHILL | 75% |
| PLUS TWO | GGHSS COTTONHILL | 75% |
| BCOM | NSSNEERAMARKARA | 70% |
| HDCM | ICM,POOJAPURA | 80% |
| MCOM | KERALA UNIVERSITY | 70% |

**EDUCATINAL QUALIFICATION**

**OTHER SKILL**

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| COURSE | INSTITUTE | GRADE |
| DCFM | C-DIT | A |
| TALLY | HRMD | A |

**WORK EXPERIENCE:**

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| DESIGNATION | BACK OFFICE STAFF |
| DURATION | NOVEMBER 2016-MARCH 2017 |
| COMPANY | HDFC |

6 MONTH EXPERIENCE AS A BACK OFFICE STAFF IN HDFC BANK TRIVANDRUM

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| DESIGNATION | ACCOUNTANT |
| DURATION | SEPTEMBER 2017 November2018 |
| COMPANY | HK ASSOCIATES |

1YEAR EXPERIENCE AS AN ACCOUNTANT IN HK ASSOCIATES TRIVANDRUM

**DECLARATION:**

I DECLARE THAT ALL DETAILS GIVEN ABOVE ARE TRUE TO THE BEST OF MY KNOWLEDGE.

PLACE: TRIVANDRUM

DATE: SAPNA