**SHARI S**

|  |  |
| --- | --- |
| **Email**  **Shari.lavender@gmail.com**  **Contact**  Mobile: +91-9495124674  **Date of Birth**  03/06/1997  Present Address Kailas TC1/61(2) Ulloor Akkulam Road Medical College P O  695011 | **Career Objective**  Seeking for a position in a reputable organization to start my career and to expand my learning, knowledge, and skills and to secure a responsible career opportunity to fully utilize my skills, while making a significant contribution to the success of the organization with my full dedication, honesty and capabilities  **Summary**   * Good communication skills and organizational skill * Excellent leadership abilities * Excellent in verbal and oral communication * Hardworking attitude * Good convincing skills * Familiar with Microsoft Office software and financial accounting with tally software with GST and the Internet   **Education**   * M.Com University of Kerala Trivandrum(pursuing) * B. Com, Kerala University, Trivandrum. * Diploma in computer application (Software ) LBS Centre for Science& technology Trivandrum * Diploma in computerized financial accounting using tally with GST with practical training LBS Centre for Science& technology * Passed Sahityacharya First Part from Kerala Hindi Prachar Sabha * 12th pass from Board of Higher Secondary Examination.   **SOFTWARE PROFICIENCY**  Operating Systems : Windows 7, Window XP  Packages : Ms-Office, |

|  |  |
| --- | --- |
| **Personal Profiles**  **Name : SHARI S**  **Father’s Name : G K HARIDAS**  **DOB : 03/06/1997**  **Sex : FEMALE**  **Nationality : Indian**  **Mother Tongue : Malayalam**  **Languages : English, Malayalam, Hindi**    **Marital Status : Single**  **Blood Group : A+ve** | **Awards And Achievements**   1. Won various prizes in Cultural Events. 2. Won competitions in speech and debates   **Extra Curricular Activities**  1. Active Member of Investors Club, nature club and women’s cell, Department of Commerce, St . Xavier’s College , Thumba.  2. Member in School debate and singing team |

**Declaration**

I hereby declare that the above written particulars are true to the best of my knowledge and belief.

**Place: Kerala**

(**SHARI S)**