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Thrissur, Kerala 680009

EDUCATION

Civil Engineering
**Government
Engineering Collage**
Thrissur, Thrissur,
Kerala, Expected in June
2023

LANGUAGES

English

■■■■■
Advanced (C1)

Malayalam

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Advanced (C1)

Hindi

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Intermediate (B1)

Tamil

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Beginner (A1)

ARJUN S

PROFESSIONAL SUMMARY

I am thrilled to introduce myself as a candidate who can be an asset to your company. I believe that my skills and abilities would be a great match for your organization.

First and foremost, I am a natural problem solver with an excellent eye for detail. I am always on the lookout for ways to improve processes and procedures, and I am not afraid to take the initiative to make positive changes.

In addition to my problem-solving skills, I am also an excellent communicator and a great team player. I understand the importance of working collaboratively with others to achieve common goals, and I am always eager to lend a helping hand when needed.

I am also very adaptable and quick to learn new skills. I have a positive attitude and a can-do mentality that allows me to tackle any task with enthusiasm and determination. My excellent time management skills ensure that I can complete tasks efficiently and on time, while still delivering top-notch results.

Most importantly, I am driven by a desire to provide the best possible service to clients. I understand that building strong relationships with clients is essential, and I have a proven track record of exceeding expectations.

SKILLS

- Social Media Sites
- Quality Control
- Team Collaboration
- Applicant Screening
- HR Support
- M S Excel
- M S Word
- Communication
- Coordination

PROFESSIONAL EXPERIENCE

Confident Builders - Intern, Thrissur

- Analyzed problems, identified solutions and made decisions.
- Interacted with customers by phone, email or in-person to provide information.
- Sorted and organized files, spreadsheets and reports.

ACCOMPLISHMENTS

- Been in the team of 5, who got titled as the best team in 25th National children's science congress , 2018 Gujarat
- coordinated many events in collage ,Been in sponsorship committee for a national level tech fest