

CURRICULAM VITAE



Name : **DHANYA. P. B**
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Career Objective: To utilize my knowledge and skills in industry and contribute myself with full involvement persistence and dedication for the growth of the organization.

Education

2018-2020	:	M. Com Electronic Commerce Presentation College of Applied Science, Puthenvelikkara (Affiliated to Mahatma Gandhi University, Kottayam) Overall grade – C, First Class Credential: - 66.2%
2016-2018	:	Bachelor of Business Administration Specialization: Finance St. Teresa's Arts & Science College, Kottakkal, Mala Thrissur (Affiliated to university of Calicut) Overall grade – C, First Class Credential: - 64.30%
2015-March	:	Higher Secondary Class XII – HSE Govt. Samithy Higher Secondary School, Meladoor Board of Higher Secondary Examination Govt. of Kerala Credential: - 71.08%
2013 March	:	High School SSLC Govt. Samithy Higher Secondary School, Meladoor Kerala State Board Credential: - 73.33%

Extra Curricular Activities

- Participated in various cultural events at College level.
- Passion for mobile photography & Travelling

Additional Qualifications

- Certificate course in 'E-Accounts' Electronics, corporation of India Ltd.
- Diploma in Master in Financial Accounting.
- Diploma in corporate Accounts and Material Management (Integrated) - 76%.

Key Skills

- Applications : M.S. Office (Word, Excel, PowerPoint, Adobe -Photoshop)
- Tally ERP-9, TALLY Prime, GST PEACH TREE , QUICK BOOKS
- SAP FICO, SAP B1, M.M

Academic Projects

- Carried out projects on the topics
 - 1) "A study on effectiveness of training & development Programmes in Alagappa textiles Mill, Amballur, Thrissur".
 - 2) "A Study on brand preference of soft drinks among youth with special reference to Presentation College of Applied Sciences, Puthenvelikkara, Ernakulum, Kerala".

Personal Information

- DOB : 24-09-1997
- Father's Name : P.C. Babu
- Mother's Name : Mini Babu
- Languages : English, Malayalam
- Hobbies : Travelling, Mehndi designing, Drawings, Listening Music, Playing Shuttle

Strengths

- 1) Confidence in maintaining good public relations.
- 2) Always willing to learn new things
- 3) Passionate & Energetic
- 4) Capable of adapting new environment

Experience:

2020 September: Office Staff

Mukundapuram Taluk Toddy Co-operative Society, Mala

2021 December: Accountant

Fairwheels Yamaha Mala, Thrissur, 680732

Place: Alathur

Dhanya P. B

Date: