***Curriculum Vitae***

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***BHAGYALAKSMI. V***

***Pannissery Vattekkatt house***

***Choondal post***

***Thrissur Dst.***

***Kerala, India***

***CAREER OBJECTIVE***

***Aim to be part of a challenging organization that gives me an opportunity to update my knowledge & skills in accordance with the latest trends and be a part of team that dynamically works towards growth of self, organization, and country.***

#### *PERSONAL DETAILS*

***Name : Bhagyalakshmi.V***

***Date of Birth : 15/11/1992***

***Gender : Female***

***Father’s name : Venugopal V.P***

***Religion : Hindu***

***Nationality : Indian***

***Contact number : 9539112167***

***E mail ID : bhagyalakshmiv92@gmail.com***

***EDUCATIONAL QUALIFICATIONS***

|  |  |  |  |
| --- | --- | --- | --- |
| ***Qualifications*** | ***Major Subjects & Percentage*** | ***Institution*** | ***Board / University*** |
| ***MA English*** | ***English***  ***(Doing)*** | ***Sree Kerala Varma College***  ***Thrissur*** | ***Indira Gandhi National Open University*** |
| ***BA Literature with Journalism and Audio Visual Communication (2011-14)*** | ***Literature***  ***72%*** | ***Little Flower Institute of Social Sciences and Health (LISSAH)*** | ***Calicut University*** |
| ***Higher Secondary Education***  ***(2009-2011)*** | ***Science (Bio)***  ***68%*** | ***Paramekkavu Devaswom,***  ***Thrissur*** | ***Higher secondary Examination Board of Kerala*** |
| ***SSLC***  ***(Mar-2009)*** | ***-***  ***85%*** | ***Depaul Higher Secondary School,***  ***Choondal*** | ***Board of Education Kerala*** |

#### *LANGUAGE PROFICIENCY*

|  |  |  |
| --- | --- | --- |
| ***Read*** | ***Write*** | ***Speak*** |
| ***Malayalam*** | ***Malayalam*** | ***Malayalam*** |
| ***English*** | ***English*** | ***English*** |
| ***Hindi*** | ***Hindi*** | ***Tamil*** |

***EXPERIENCE***

* ***Worked as Customer Relations Officer in KingSpaces and Builders Pvt.Ltd for 1 year.***

***SKILLS AND ABILITIES***

* ***Sincere and hard working.***
* ***Willing to take responsibilities***
* ***Listening skills***
* ***Good communication skill***

***COMPUTER KNOWLEDGE***

* ***M S Office***
* ***Basic and fundamental knowledge about the computer***

***DECLARATION***

***I hereby declare that the above information furnished is true to my knowledge and if a job is given to me in your esteemed organization I would perform to the fullest satisfaction of my Superiors.***

***Place: Choondal***

***Date: Bhagyalakshmi. V***