
ANN MICHAELLE. J**B.Com (Accounts)**

D/o. D. JEBAMALAI DASS,
No.57, Nanjappa Street, Rathinapuri,
Coimbatore-641027, Tamil Nadu
INDIA

Education

2009 – 12	Dr. SNS RAJALAKSHMI COLLEGE OF ARTS & SCIENCE, Saravanampatti, Coimbatore. Autonomous, Bharathiyar University, Coimbatore B.Com (Accounts) 61%
2009	C.M.S. HIGHER SECONDARY SCHOOL, Ganapathy, Coimbatore. HSC (Accounts) 65%
2007	C.M.S. MATRICULATION SCHOOL, Maniyakaram Palayam, Coimbatore. SSLC 64%

Technical Skills

Operating Systems	MS Office, Coral draw, Page Maker
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Field Of Interest

Areas of Interest	Management Administration Marketing & Sales Non Voice Process / Semi Voice Process Back End Process
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Experience

- **2012 to 2014** Worked as an Admin Officer In Covai City Guide, Coimbatore (Online Directory).
- **2015 to 2017** Worked as an Asst. Manager of Customer Relationship Management and Import Documentation In Intel Express Cargo, Coimbatore (Shipping & Forwarding).
- **Currently Working** In Castello International Institute of Education, Coimbatore Immigration as a PTE Trainer As well in Admin.

Achievements

- Athletic Player (Sprinter)
- Winner in Ball badminton District level tournament in Nachimuthu Polytechnic college, Pollachi.
- School Champion for 7 years (VI to XII)
- I have been played and selected under District level in 100 meters & 400 meters Relay

Hobbies

- Playing CHESS & CARROM
- Browsing
- Reading Books
- Maintaining House & Garden.
- Cooking
- Ball Badminton

Strength

- Sincere and Hardworking
- Easily mingle with people
- Quick Observation
- Keen Interest
- Ability to learn new methods
- Fast worker without Expectation
- Leadership/Team Leader Ability

Linguistic Proficiency

- SPEAK - English, Tamil, Malayalam & Hindi(Manage)
- WRITE - English, Tamil, Hindi
- READ - English, Tamil, Hindi

Personal Information

Date of Birth : 16th August 1989
Gender : Female
Marital Status : Spinster
Mother Tongue : Malayalam
Religion : Christian(RC)
Community : Pillai
Nationality : Indian
Father's Name : Mr. D. Jebamalai Dass (ELECTRICIAN)
Mother's Name : Mrs.D. Evelyn Sheela (MARKETING MANAGER)
Address : D/o. D. JEBAMALAI DASS,
No.57, Nanjappa Street, Rathinapuri,
Nearby St. Pauls Church
Coimbatore-641027
Mobile No : +917708099113
Email ID : annmichaelle.16aug@gmail.com

Declaration: I hereby declare that the information's furnished above is true and correct to the best of my knowledge and belief.

Place: Coimbatore
Date:

J. ANN MICHAELLE