

Ajeesh S

Email: 0926ajeeshs@gmail.com Tel: +91 8138825983, +91 9349311832

PERSONAL PROFILE

Detail-oriented and hardworking person equipped with knowledge in handling overall office operations and employee-client interactions. I am seeking a challenging position in an organisation that will effectively utilise my skills and offers the opportunity for career growth.

KEY SKILLS

- A self-initiated graduate with a record of achievement providing excellent communication skills, comprehensive knowledge of all standards and regulations.
 - I consider myself as a great motivator who thrive off positive results and seek opportunities to continue learning and growing. Also demonstrate exceptional problem-solving skills by responding quickly to problems and generate effective solutions.
 - Excellent work ethic, motivated to perform well both individually and in a team context.
 - Possess skills in computer operations like Microsoft Office packages and good typing skills.
 - Possess Knowledge about different databases and MS office packages.
-
-

EDUCATION AND QUALIFICATIONS

Bachelor's Degree in Economics (2021-2024)

Kerala University

Senior School Certificate Examination A level (2020-2021)

SSLC (2018 - GCSE)

INTERESTS

Reading.