

PROFILE

I always had the urge to try out new things and to be innovative. My objective is to strive hard for the organisation, here I can put all of my knowledge and skills for professional and personal growth thereby providing my worth to the organisation.

PROFESSIONAL EXPERIENCE

- **Audit Assistant cum Accountant** (April 2021 - May 2022)
Joseph Mathew & Co, Kottayam
 - Vouching and verifying entries and finalization of accounts.
 - Checking that financial reports and records are accurate reliable.
 - Preparation of Bank Reconciliation Statements.
 - Summarizing financial statement by collecting information, preparing balance sheet and statement of profit and loss.
- **Sales & Customer Service Executive** (July 2019-Nov 2020)
N Style, Piravom
 - Answering questions about company's products and services.
 - Processing orders and transactions.
 - Handling customer complaints.
 - Collecting and analyzing customer feedback.

EDUCATIONAL QUALIFICATIONS

- **Master Of Business Administration**
Bharathiar University(2021)
- **Bachelor Of Commerce**
MG University(2019)
- **Higher Secondary**
Kerala Higher Secondary Examination Board(2016)
- **SSLC**
Kerala Board Of Public Examinations(2014)

PROJECT DETAILS

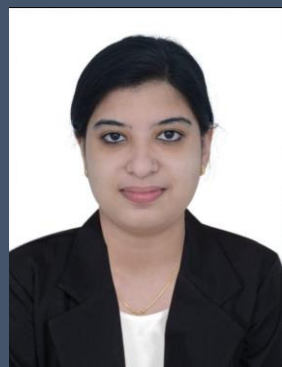
➤ Data Science

Internship in Big Data with a detailed study in understanding, analyzing and processing huge amount of data using Hadoop tools, Python etc.

DECLARATION

I hereby declare that the above particulars of facts and information stated are correct to the best of my belief and knowledge.

AMALA GEORGE



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Al Nahda Dubai

PERSONAL DETAILS

*DOB - 30.06.1998
*Gender - Female
*Passport No - V6829816
*Visa Status - Visit Visa
*Visa Expiry - 16.02.2023
*Nationality - Indian
*Languages Known - English
Hindi
Malayalam

TECHNICAL SKILLS

- Tally ERP9
- Python
- HTML

MS OFFICE

- Word
- Excel
- Power Point