



Khalidiya, Abu Dhabi, UAE  
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#### PERSONAL DETAILS

Nationality : Indian  
Date of Birth : 06/10/1992  
Marital Status : Married  
Religion : Hindu  
Gender : Female

#### LANGUAGES KNOWN

- English
- Hindi
- Malayalam

#### PASSPORT DETAILS

Passport No : S2903152  
Date of Issue : 22/05/2018  
Date of Expiry : 21/05/2028  
Visa Status : Residence visa

#### EDUCATION QUALIFICATION

- CIFA (Certificate in Indian and Foreign Accounting (2021) (85%)
- MBA in HR (Distant Education) (2019) (68 %)
- BSc in Microbiology (2015) (88 %)
- Plus Two Integrated Science (2010) (85 %)
- SSLC (2008) (81 %)

## RESHMA PRADEEPKUMAR

#### PERSONAL SUMMARY

Seeking for a challenging opportunity in a progressive and more competent organization which developed while providing an opportunity for career.

#### KEY SKILLS

- ✓ Good interpersonal skills.
- ✓ Professional work ethic, multi-tasking.
- ✓ Excellent written and verbal communication skills.
- ✓ Team Player as well as ability to work independently.

#### WORK HISTORY:

- BRANCH RELATION EXECUTIVE

STATE BANK OF INDIA Ernakulam, Kerala, India (one year)

- ACCOUNTANT

EDUSOL Aluva, Kerala, India (one year)

- BANK TELLER/ACCOUNTANT

CHEMMANUR CREDITS&INVESTMENTS, Kerala, India (Three year)

#### EXTRA SKILLS

- Knowledge in Computer Programming (C, CPP)
- MS Office
- TallyERP9
- Maarg and Adminsoft

#### DECLARATION:

I hereby declare that all details mentioned above are in accordance with the truth and fact as per my knowledge and I hold the responsibility for the correctness of particulars.

RESHMA PRADEEPKUMAR