



## SAI PRIYA

CALL : +971 545940544 / +971 509352080

WHATS UP: +971 545940544

E-MAIL : priyasai73@gmail.com

Dubai - UAE

Visa Status: Family Visa (Spouse Visa)

Location - Near caterpillar sharjah

### Skills

- SQL and HTML Coding
- Interpersonal skills
- Time Management skills
- Cash Handling

### Additional Information

- Pursuing MCA from Indira Gandhi Open University

### PERSONAL INFORMATION

Nationality : Indian

Marital status : Married

Gender : Female

Year : 1996

## CURRICULUM VITAE

### Professional Summary

- ✚ Ability to be a team player and resolve problems and conflicts professionally. Skilled at communicating complex information in a simple and entertaining manner.
- ✚ Have knowledge in Microsoft word and excel along with that have efficiency in handling computer

### WORK EXPERIENCE

#### kosamattam finance ltd

##### BRANCH EXECUTIVE March 2023-2024

- ✚ Maintaining the strict confidentiality of bank records and client information
- ✚ Basic accounting operations in a financial company regarding cash and expenses
- ✚ Cash handling

#### MUTHOOTU MINI FINANCIERS LTD-HARIPAD-INDIA

##### BRANCH EXECUTIVE March 2024-2025

- ✚ Cash handling
- ✚ Customer service and communicating with customers on a daily basis to improve sales of company .
- ✚ Recommending loan approvals and denials based on customer loan
- ✚ Maintaining the strict confidentiality of bank records and client information
- ✚ Basic accounting operations in a financial company regarding cash and expenses

#### EDUCATION

PGDCA DECEMBER 2023

INDIRA GANDHI OPEN UNIVERSITY

- ✚ Percentage-65%

BCA Computer Application July 2017

College of Applied Sciences, IHRD – Karthikappally

- ✚ Received PRIME MINISTER SCHOLARSHIP
- ✚ Member of NATIONAL SERVICE SCHEME N S S
- ✚ University third rank holder
- ✚ CGPA – 80

Plus Two Biology Science, March 2014

SAMAJAM H S S MUTHUKULAM – Karthikappally

- ✚ GPA-89

SSLC March 2012

ST THOMAS HS KARTHIKAPPALLY – Karthikappally

- ✚ Elected Captain of School Team
- ✚ GPA-96

Immediately available to join