**CURRICULUM VITAE**

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| **ALFI SABU**  **pp.jpgContact No.**  +91 7034995572  **E-mail Id**  sabualfi92@gmail.com    **Present Address**  Perappu Puthen Veedu  Kadakkad, Pandalam P.O  Pathanamthitta, Kerala, India  Pin : 689501  **Personal Data**  Name : **ALFI SABU**  DOB : 24.05.2000  Gender : Famale  Father’s Name : Sabu A  Mother’s Name : Shahida Sabu  Nationality : Indian  Marital Status : Married  Blood Group : O+ve  **Language Known**   * English * Malayalam | **CAREER OBJECTIVE**  To obtain a challenging and demanding, job in office field that will further enhance my knowledge and skills that shall yield the twin benefits of job satisfaction and a steady-paced professional growth.  **EDUCATIONAL HISTORY**   * **B.Com| Computer Application**   M G University  April 2021   * **Higher Secondary (12th)|Commerce**   Board of Higher Secondary Examination, Kerala  March 2018   * **High School (10TH )**   Board of Public Examinations, Kerala  March 2016  **COMPUTER KNOWLEDGE**   * Basic Computer Knowledge * Tally Prime + GST * MS Office   **STRENGTH**   * Optimistic * Well organized at good time management * Ability to work under pressure and deadlines * Problem solving skills   **TRAINING & EXPERIENCE**   * 1 year of CA Articleship under CA Mammen George * ITT Orientation   **PERSONAL SKILLS**  I am confident, enthusiastic and energetic person with ability to learn and adapt quickly to changing circumstances, accepting challenges and to tackle them even in situations under pressure. I process good communication skills, which enable me to work effectively whether on my own or as a part of the team.  **DECLARATION**  I hereby declare that the above information are true to the best of my knowledge and belief.  Place : Pandalam  Date : **ALFI SABU** |