**CURRICULUM VITAE**

|  |  |
| --- | --- |
| **ALFI SABU****pp.jpgContact No.**+91 7034995572**E-mail Id** sabualfi92@gmail.com **Present Address**Perappu Puthen VeeduKadakkad, Pandalam P.OPathanamthitta, Kerala, IndiaPin : 689501**Personal Data**Name : **ALFI SABU**DOB : 24.05.2000Gender : FamaleFather’s Name : Sabu AMother’s Name : Shahida SabuNationality : IndianMarital Status : MarriedBlood 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 UniversityApril 2021* **Higher Secondary (12th)|Commerce**

Board of Higher Secondary Examination, KeralaMarch 2018* **High School (10TH )**

Board of Public Examinations, KeralaMarch 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 : PandalamDate : **ALFI SABU** |