

CURRICULUM VITAE



JAISON PEREIRA.G

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CAREER OBJECTIVE

To work in an environment where I get the opportunity to contribute to learn and to grow. My strength lies in team work and hope to fill the needs of the organization through efficient team work.

PERSONAL DETAILS

Father's Name	:	M.George Pereira
Mother's Name	:	Janet Pereira
Date of Birth	:	30/05/1983
Gender	:	Male
Nationality	:	Indian
Marital Status	:	Married
Passport No	:	GO 175295
Address	:	TC 45/993(71/1051) Cheriyaathura Vallakkadavu P O Trivandrum 695008
Languages Known	:	Malayalam , English, Hindi & Tamil.

EDUCATIONAL QUALIFICATION

ACADEMIC

B.com (Co-operation)	:	Kerala University. (2005)
V.H.S.E (Office Secretary Ship)	:	Vocational Higher Secondary Board.(2000)
S.S.L.C	:	Board of Public Examinations, Kerala.(1998)

PROFESSIONAL

Diploma in Cellphone Technology : UNITECH (Centre for Advanced Electronics.
Debt Recovery Agent : Indian Institute of Banking & Finance (2015)
Quickbooks : G-TEC Computer Education (2022)

EXPERIENCE

Technician Apprentice : 2002-2003 in Hindustan Latex Ltd., (A Govt. of India -Undertaking)
Trainee Stenographer : 2003-2005 in Hindustan Latex Ltd., (A Govt. of India - Undertaking)
Clerk : 2005-2008, City Corporation Social Welfare - Co-operative Society Ltd. in India.
Admin Clerk : 2008 August -2014 July (In Spinneys Dubai LLC., DUBAI, United Arab Emirates)
Collection Agent : 2014 October – 2015 February (HDFC BANK, Trivandrum)
Office Assistant : 2015 March – 2017 March (MATSYAFED , A Kerala Govt. - Undertaking)
Debt Recovery Agent : From 2017- 2023 (Ellarc Solutions Pvt. Ltd)

DECLARATION

If given an opportunity to serve in your esteem organization, I assure you that I shall discharge my duties to the full satisfaction of my superiors and be an asset to the company.

Thanking you in anticipation of favorable line in reply.

Yours faithfully,

JAISON PEREIRA.G

Date:01/07/2023