**Seethal V.S.**

**Permanent address:**

**PANICKERVEEDU**

**Anayadi (p.o)**

**Sooranad**

**Kollam**

**Pin: 690561**

**Kerala**

**Mob: 9495731699**

**Email id:seethalsuja@gmail.com**

**To**

Respected Sir/Madam,

Sub : ***RESUME***

I am a t Graduate in Botany, with BEd in Natural ascience,Post Graduate Diploma in Computer Application and is currently working as Govt Employee . I am confident that, if an opportunity is given I can prove my mettle. I am enclosing my resume for your kind perusal and consideration.

Thanking you, in anticipation,

Sincerely,

**Seethal V S**

**Educational Qualification**

* BEd in Natural Science
* P.G.D.C.A
* BSc in Botany
* S.S.L.C. Govt HSS Sooranad

# **Work Experience**

* Three years experience in translation
* Two years experience in Teaching field
* Three years experience in office administration

**STRENGTHS**

Good verbal and written communication skills, good interpersonal skills, quick learning capability, active team leader and a confident and positive approach to the task at hand.

## PERSONAL PROFILE

* DOB: 17.05.1981
* Father's Name: N.Vasudevan
* Sex: Female
* Marital Status: Married
* Nationality: Indian
* Languages: English, Malayalam.

**Computer Skills**

Basic computer knowledge

**HOBBIES**

Watching news, listening music, watching movies.,Reading books

**DECLARATION**

I, hereby declare that all the above stated information is true and complete to the best of my knowledge and belief.

Place: Sooranad **Seethal VS**

Date: 07.08.2019