

COVER LETTER

SACHIN PS

S/O Prasanna Kumar.T

Lekshmi Sadanam Nediyaavila

Kurishumuttom, Peyad Po

Trivandrum, Kerala

Email: sachinsmart06@gmail.com

Phone: +919895592610

To

Respected Sir,

Sub: Application for a suitable post in your esteemed organization.

I take this opportunity to introduce myself as SACHIN.PS. I hereby enclose my CV for your kind consideration & favor. Looking forward to be a part of your organization.

Thanking you sir,

Your's sincerely

Sachin PS

CURRICULUM VITAE

SACHIN.P S

Contact No: +919895592610

Email: sachinsmart06@gmail.com



CAREER OBJECTIVE

“To obtain a position in a success- oriented company that seeks an ambitious and career conscious person, where acquired and career conscious person, where acquired skills will be utilized towards continued growth and advancement both professionally and personally .”

EDUCATIONAL QUALIFICATION

Name of the course	Name & address of the Institution	Year of Passing	Results
MBA (System, HR)	Kerala University	2019	Second class
Bsc (Chemistry)	University College , Trivandrum	2012	First class
Plus Two (Computer science)	St. Xavier's Hss Peyad, Trivandrum	2009	72%
SSLC	AMHSS , Thirumala, Tvpm	2007	73%

EXPERIENCE

- Working as Technical Assistant (Contract Basis) in Vikram Sarabhai Space Centre (VSSC) Trivandrum From 01-11-2013 to 31.12.2016
- Working in Navigant as Senior AR Associate from 11/6/2018 to current

STRENGTHS

- Self Confidence & Hard working
- Punctuality, Flexible to work.
- Able to work in a team to achieve targets
- Sincere at work and to feel responsibility
- Problem solving skills
- Self confidence and desired to learn.

HOBBIES

- Dancing
- Reading books and journals
- Surfing in web
- Playing Cricket and Football

SOFTWARE SKILLS

- Operating System : Ms- dos, Windows XP, Vista , 7 , 8 , 10
- Office Tools : Ms Office , Excel , DTP
- Photoshop
- Internet

PERSONAL PROFILE

- Name : Sachin ps
- Father's Name : Prasanna Kumar.T
- Date of birth: 01.03.1992
- Sex: Male
- Language proficiency : English, Malayalam, Tamil
- Marital status : Single
- Blood Group: O+ve
- Nationality: Indian

PERMENENT ADRESS

Sachin ps

Lekshmi Sadanam Nediyaavila

Kurishumuttom, Peyad Po Pin 695573

Trivandrum, Kerala

DECLARATION

I under take all the above mentioned details provided by me are true up to my knowledge.

Date

Place: Trivandrum

(Sachin ps)