



PROFILE

Name : Dona Paul

Date of birth : 07-02- 1991

Father's Name : P.V Paul

Gender : Female

Marital status : Single

Nationality : Indian

Languages : English
Malayalam
Hindi

Hobbies : Reading
Gardening
Craft Works
Surfing Internet

Address: Palatty House,
Palissery,
Paduvapuram P.O
Kerala, India.
PIN: 683582

DONA PAUL

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CAREER OBJECTIVE

To pursue growth of my career in a competitive and challenging work environment which will enable me to learn, grow and substantially build on my knowledge acquired during course of my study and at the same time contribute all my abilities to the growth of organization where I work.

QUALIFICATIONS

- 2015 M. com - 56%
Nirmal Jyothy College, Angamaly.
MG University
- 2012 B.com - 60%
ST. Ann's college, Angamaly,
Kerala.
MG University
- 2008 HSE (+2) - 74 %
G.H.S.S.. Nayathode.
Board Of Higher Secondary
Examination
- 2006 SSLC(10 th) - 82 %
St. Joseph's girl's H.S karukutty,
Kerala.
Kerala State Board

COMPUTER SKILLS

PDCFA	DCA
QuickBooks	UAE VAT
Peachtree	GST India
MS Office	Tally

STRENGTHS

- Analytical mind to identify problems and implement the solution.
- Flexible by nature
- Positive Attitude
- Smart working
- Capable of teamwork