

CURRICULUM VITAE

Anuja M

Email

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Contact

+973 3985 6357

Objective

Looking for a challenging role in a reputable organization to utilize my technical, database, and management skills for the growth of the organization as well as to enhance my knowledge about new and emerging trends in the IT sector.

Assets

- Technical Skills
- Teaching Skills
- Programming Skills
- Dedication to work
- Good Typing Skills in Computer
- Eager to learn technology
- Communication Skills

Work Experience

1. **Company Name**
WEBME.S.P.C, Bahrain

Role : IT Coordinator

Duration : 22 Dec 2019 to till date

Responsibilities

- Responsible for Coordinating and Supporting all IT Works in the Company.
- Working with the team to build applications and websites and testing, Problem Solving etc.
- Maintained project documentation.
- Take part in Marketing through Social Media(Facebook, Instagram, LinkedIn).
- Experience in Daily tasks of Managing an Office.

2. Company Name

Sree Chitra Institute for Medical Sciences and Technologies

Role : JUNIOR TECHNICAL ASSISTANT (Computer Programmer)

Duration : Oct 2018 to Oct 2019

Responsibilities

- Responsible for creating websites and applications for hospital requirements.
- Working with the team to build applications for patient care and different hospital management System websites.
- Design and hand coding of new websites.
- Performed key role in cross-functional teams through design, development, testing, and product launch.
- Developed server side scripts to process user requests using object oriented PHP 5.
- Wrote JavaScript functions to handle complex form validation, multiple windows targeting, and dynamic form element updating.
- Programmed client side functionality using jquery.
- Provided solution to the Severity1 issues to the customer.
- Developed HTML 5 and PHP5 code to fetch data from an existing ORACLE database.
- Reduced data entry redundancy from the old website by as much as 75%.
- Created RESTFUL APIs using Laravel.
- Maintained project documentation.
- Used applications such as Dreamweaver, MySQL Manager, SQL Plus, Sublime text, and PHPMyAdmin.

2. Company Name

Sree Chitra Institute for Medical Sciences and Technologies

Role : TECHNICAL ASSISTANT (Computer)

Duration : June 2015 to Oct 2018

Responsibilities

- Configured and troubleshoot computers, hardware and TCP/IP networking on corporate LAN.
- Assisted in the installation and updating of software, as well as the setup and troubleshooting of all equipments.
- Oversaw the day to day operation of computer networks including hardware/software support, training, and special projects.
- Performed diagnostic testing on PC equipment and ensured printers were up and running at all time.

- Resolved Windows and Internet Explorer and other software issues on desktop and laptop.
- Performed website and email maintenance.
- Processed and scheduled incoming conference room reservations for visitor use.
- Maintained all laboratory equipment, including scanners, printers, and over 500 computers.

3. Company Name:

Trinity Technologies

Role: SOFTWARE ENGINEER and TRAINER

Duration: June 2013 to June 2015

Responsibilities

- Working with other developers to build technical solutions & complete projects to budgetary and quality requirements. Also involved in requirement gathering, demonstrating, software prototypes and technical sales presentations.
- Development of Java interfaces & Configuration Management of the source code.
- Responsible for Software Development and web development projects.
- Working with users to establish requirements and determine priorities.
- Developed JSPs and Servlet.
- Developed screens using Java, HTML, CSS, JSP and JavaScript.
- Designed Database for the application.
- Implemented all validations and done testing.
- Developing new applications, components & functionality to existing systems.
- Students training.

Technical Skills

Languages

- | | |
|--------------|----------|
| ● PHP | ● JQuery |
| ● HTML | ● Ajax |
| ● Java | ● ORACLE |
| ● JSP | ● MySQL |
| ● Servlet | ● C |
| ● JavaScript | ● C++ |

Applications

MS Word, Ms Excel, Ms PowerPoint

Academic Qualification

Course	Year Passed	Institute / University
BCA	2019	University of Kerala
Diploma in Computer Hardware Maintenance	2013	Govt. Polytechnic College, Attingal
XII	2010	Mother India Higher Secondary School, Chavarcod
X	2007	Amritha Sanskrit HSS, Parippally

Project Summary

1. **Queue Management** Application for Hospital (PHP, JavaScript, Oracle). – Application for generating queue for patients and updating stats.
2. **Library software** (Laravel, Oracle). – Application for updating various library operations for students and researchers for publishing research works and articles etc.
3. Websites for Different Hospital **Online registrations** (PHP, HTML, CSS). – added additional web pages in an existing hospital website (Convocation registration, IIPC registration, Exam Registration etc).
4. Software for putting service requests.
5. **School, College, Hospital Management System:** - Applications for managing the operation of schools, Hospitals etc.
6. **Easy Search:**-It is an application for searching information in a group files or directory.
7. **Converter:** - An application for converting a file into different formats (PDF to MSWord, MSWord to PDF etc.)
8. **Food Search:** - A website to find the nearest popular restaurants in the city.
9. **Secure Mail Service:** - This website is for securing your private or group mails from unauthenticated users.

Personal Data

Date of Birth : 05-05-1991
Sex : Female.
Nationality : Indian.
Passport No : T 3740370
Marital Status : Married

Current Address: Bldg: 324, Road: 705, Block: 907

Reference

Vishnu S Nair (Husband)

Phone +973 35919935

I declare that the information provided above is true to the best of my Knowledge.

ANUJA M