



SAJITH

Email:Sajithssbh@gmail.com - Tel #973-36648576

OBJECTIVE

Seeking a long term challenging position in a growth-oriented organization where exists a symbiotic relationship to utilize my skills and abilities which will motivate me to serve the organization in a better way.

PROFESSIONAL STRENGTHS

Accounting

Sales Management

Marketing Support

Customer Service Management

Problem Resolution

Photoshop, Graphics Designing

Social Media Marketing Strategic Planning

Well experience in routine office administration / inventory control

EDUCATIONAL QUALIFICATION

- Diploma in Computer Applications from Ditwan Infotech THIRUVANANTHAPURAM
 - B.Com -VTM NSS College . THIRUVANANTHAPURAM.
 - +2 from EVANSE Higher Secondary School, THIRUVANANTHAPURAM.
 - SSLC ,Undancode HHS ,THIRUVANANTHAPURAM Kerala State, INDIA.
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WORK EXPERIENCE

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| ❖ Genius Clearing Solutions
<i>Customer Services Coordinator</i> | MANAMA ,BAHRAIN
Oct 2019 , |
| ❖ STANLY TRADING CO.W.L.L
<i>Accountant</i> | MANAMA, BAHRAIN
July 2015 to 2019 |
| ❖ B-CUP TRADING
<i>Accountant</i> | MANAMA, BAHRAIN
Dec 2014 to ,May 2015 |
| ❖ ENTER MEDIA
<i>Office Assistant</i> | Thiruvananthapuram
Oct 2013 – August 2014 |
| ❖ Muthoot fincorp
<i>Sales & Marketing Executive</i> | Vellarada
March 2013 to Sep 2013 |

LANGUAGES

English, Malayalam, Hindi, Working knowledge of Arabic

PERSONAL DETAILS

Date of Birth	:	03 August 1993
Place of Birth	:	Thiruvananthapuram
Nationality	:	Indian
Marital Status	:	Single
Passport #	:	L 4743788
Contact Address	:	Flat No: 21, BLD: 707, BLOCK:758 BURI BAHRAIN

DECLARATION

I here by declare that all the above details are true and correct to the best of my knowledge and belief.

SAJITH S.S