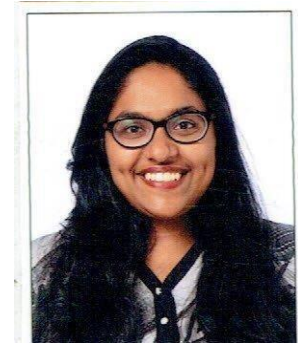


Andria Anna Sabu

andriasabu66@gmail.com

+971 0501788457



Profile

As a focused Master of Commerce Student from St. Aloysius College, Mangalore. Currently looking forward with excitement to start off my first job which will provide me a challenging career, to get a position of responsibility using my professional skills and efficiency to communicate my ideas and views to commit myself for achieving organizational goals with team effort, positive attitude, and progressive performance.

Work Experiences

Decathlon Sports India (Mangalore)

Customer Relationship Management (CRM) November 2019 - September 2021 Worked as a part timer for more than a year in the company. Dealt with the responsibility of handling welcome desk which included calls and enquiries from customers, storing customer information and profile, maximizing customer loyalty and business performance. Included tasks such as analyzing complaints and developing strategies to increase customer satisfaction. Additional responsibility: Included cashiering and closing of cash at the end of the day.

Education

Master of Commerce

St. Aloysius Autonomous College, Mangalore / July 2019- August 2021 (65%)

Key Subjects: Corporate accounting, Banking and Finance, Income tax, Economics, Organizational Behavior, Quantitative techniques, Financial Management, Business taxation, Mergers and Acquisitions, International Financial Management, Portfolio Management

Consultancy Project: As a part of the course, successfully completed a project which dealt with awareness of e-filing of taxes among individual taxpayers.

Undergraduate degree in Commerce (B. Com) (6.8CGPA)

St. Agnes Autonomous College / June 2016- April 2019

Key Subjects: Financial Accounting, Taxation, Cost Accounting, Management Accounting, Marketing, Human Resource Management, Insurances Management, Banking, Auditing, Economics, Entrepreneurship Development Programme, Company Law, Advertisement and Sales Management

Pre-University in Commerce

St. Agnes Pre-University College (June 2014- March 2016)

Certification

- Certificate course in Advanced Excel (2018-19)
- Participated in a 'Communication, Pronunciation and Presentation Skills' workshop

Key Skills

- Communication skills: Have been managing internal and external communication during work.
- Attention to details: Previous work profile demands to pay detailed attention
- Quick learner and data handling: Learnt google sheet and Microsoft office in a stipulated period.

Interest and Achievements

- Participated in National Level workshop on 'Digital Innovation in Banking'
- Participated in a national level Management Feast held at Government College, Madapally, Kerala
- Class representative for the year 2018-2019
- Participated in 'Agnes Towards Community' which included activities that serve the society.
- Worked in the helpline sector of the college.
- Part of the basketball team in school

Languages Known

English, Hindi, Malayalam, Kannada