



TEENA OOMMEN

Mob: +971 54 4385605

E-mail: teena9955@gmail.com

OBJECTIVE

Looking forward for an opportunity to work in a challenging environment, where I can effectively contribute my knowledge and personal skills as a responsible professional.

KEY SKILLS

Operating System : Windows, Linux

Software Languages : PHP

- **Database** : MySQL
- Problem-solving
- Time Management
- Ability to analyze and solve problems
- Ability to complete duties on time
- Data Entry, Documentation
- Credit and debit card online transaction handled.

SUMMARY

- Master's Degree in Computer Application from Mahatma Gandhi University, Kerala, India.
- Bachelor Degree in Computer Science from Mahatma Gandhi University, Kerala, India.
- Expertise in MS Office, Web Browsers.
- A result oriented professional with over two year experiences in application development and one year in office assistant and cashier field.

PROFESSIONAL EXPERIENCE

Seeroo It Solutions Pvt.Ltd.,kerala

Periods : 2015-Dec to 2018-May

Designation: PHP Developer

Job Responsibilities:

- To develop a website with the client requirements.
- Unit testing the developed website.
- Develop, document and debug sites.
- Work closely with other developers and product managers.

Istrox Research Pvt .Ltd.,Kerala

Periods : 2014-Dec to 2015-Dec

Designation: Cashier and Office Assistant

Job Responsibilities:

- Help organize office activities.
- Process and records all students account receivable payments.
- Prepare daily task reports and monthly fees reports.
- Process, sort and route incoming and outgoing mail.

PERSONAL INFORMATION

Husband name : Rinjo k Raju
DOB : 13-SEP-1989
Sex : Female
Marital Status : Married
Nationality : Indian
Languages known : English, Hindi & Malayalam
Passport Number : P2262388
Visa Status : Husband Visa

STRENGTHS

Hard Worker
Quick Learner
Leadership Skills
Coordination Skills

LANGUAGES

English, Hindi, Malayalam

EDUCATIONAL QUALIFICATIONS

2011 - 2013 **Master of Computer Applications**
Kristu Jyoti College of Management and Technology,
Kerala, India
2008 - 2010 **BSc. Computer Science**
St. Thomas College, Kerala, India

REFERENCES

Mr. Najid Pasha
CEO in Seeroo It Solutions Pvt.Ltd
Kalamassery, Cochin- 683 503
Mobile: +971 58 858 6353

Mr.Teno Joseph Oommen
F And B Supervisor
Al Raha Beach Hotel,Abudhabi
Mobile: +971 52 823 4620

DECLARATION

I hereby declare that all the information's given above are true to the best of my knowledge.

Place : Al Ain

Date:

Teena Oommen