

# RESUME

## Basic Information

Name : Shibin Jose  
Date of Birth : 25-04-1988  
Address : Olickal House,  
Valavayal Post,  
Moonnanakuzhy,  
Wayanad-673596  
Kerala  
Ph No : 9494427428 ; 9533269047  
E-mail : [sbnwayanad@gmail.com](mailto:sbnwayanad@gmail.com)  
Aadhaar No : 5715 2226 0757  
Father's Name : Joseph OT  
Religion : Christianity  
Nationality : India

## Professional Experience

I have worked 7 years in several schools in Telangana and Andhra Pradesh as the School Administrator cum In-Charge.

The 7 years of professional life has changed and shaped me adjustable to the institute with dedication and commitment.

- 7 years experience as the school in-charge (Administrative Section)

## **Educational Qualification**

- SSLC from State Education Board Kerala in 2004
- +2 Humanities from The Higher Secondary Education Board- Kerala in 2007
- Bachelor of Arts in English Language & Literature from Kannur University in 2010
- Master of Arts in English Language & Literature from Annamalai University, Chidambaram 2013

## **Keyskills**

- I am an open-minded person aspiring to learn new things.
- Sincere and dedicated to the work assigned.
- Confident to tackle the problems
- Punctuality is in the first place
- Communication skills (both oral and written) in English Language.
- Able to type 50 word per minute.
- Good knowledge on computer and internet.

## **Declaration**

I hereby declare that the above mentioned details are true at the best of my knowledge.

Date: 03-May-2019

Place: Moonnnanakuzhy

Shibin Jose