JEENA SHYJU

+971528208054

Jeenainfo24@gmail.com

Personal Information

DOB: 24-01-1988
Gender: Female
Religion: Hindu
Nationality: Indian
Marital Status: Married

Language Skills

English, Hindi, Malayalam

Professional Enhancement

Technical Supporter
Teacher
Software Developer
Web Developer

Passport Details

Passport No:X6119007
Visa Status: Husband Visa

CURRICULUM VITAE

CAREER OBJECTIVE:

To find a challenging position where I can grow both personally and professionally in a professional environment with my sincere inputs like hard work, enthusiasm and constant learning to furnish quality products as output, and as well play an active part in growth of the company.

WORK EXPERIENCE:

Organization: VISWABHARATHI PUBLIC SCHOOL

Designation: COMPUTER TEACHER CUM TECHNICAL SUPPORTER

Duration: FROM JUNE 2022 TO MARCH 2023

TECHNICAL RESPONSIBILITIES:

➢ **Analyzing and validating large dataset**
➢ **Preparing students Progress Report using Excel**
➢ **Creating and delivering interesting presentations using PowerPoint**
➢ **Arranging Smart classroom**
➢ **Installation of Software**
➢ **Maintaining Computer Lab**

TEACHING RESPONSIBILITIES:

➢ **Preparing lesson plans in accordance with the curriculum**
➢ **Gave individual attention to students for improving their skills.**
➢ **Provide a monthly written report to the school board on the progress of the class at the end of each month.**
➢ **Organizing and supporting a range of extra-curricular activities.**
➢ **Working hard to understand Student's needs and then planning in detail to meet those needs.**
➢ **Holding parents' evening and update parents on their children's progress**

Organization: EXCELLA TECHNOSOFT PRIVATE LIMITED

Designation: SOFTWARE DEVELOPER / WEB DEVELOPER

Duration: FROM JULY 2016 TO AUGUST 2018

Front End: VB.Net, Asp.net, C#

Back End: SQL Server domains

RESPONSIBILITIES:

- ➢ **Software development**
- ➢ **Project implementation**
- ➢ **Assisting new members in project team**

Organization: ISHORE SOFTWARE SOLUTIONS

Designation: SOFTWARE DEVELOPER

Duration: FROM JUNE 2013 TO JULY 2014

RESPONSIBILITIES:

- ➢ **Software development**
- ➢ **Project implementation**

KEY SKILLS:

- ➢ **Software development**
- ➢ **Requirement Gathering**
- ➢ **Documentation**
- ➢ **Supporting**
- ➢ **Teaching**

TECHNICAL SKILLS:

- ➢ **Languages: ASP.NET, VB.NET,C#,HTML,CSS**
- ➢ **OS: Windows**
- ➢ **Database: SQL Server**
- ➢ **Packages: MS Office, DTP**

ACADEMIC PROFILE:

- ➢ **MCA from Bharathiar University, Tamil Nadu in 2012 with 80%**
- ➢ **BSc Maths from Kannur University, Kerala in 2008 with 80%**
- ➢ **HSE Computer Science from Kerala State Board in 2005 with 73%**
- ➢ **S.S.L.C from Kerala State Board in 2003 with 69%**

DECLARATION

I hereby declare that the above-mentioned information is correct and very much sincere as far my knowledge.

Place : Abu Dhabi

Date: **Jeena Shyju**