

Treesa Mary Thomas
Al Quoz | Dubai | U.A.E
E-mail:treesatk994@gmail.com
Tel: +971559577092

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Attn: HR Department

Dear Sir/Madam,

I am a BSC (Chemistry) graduate passed out from MG University, India in 2015. I have been working with Dubai International Airport in UAE as a Customer Service Staff since October 2019 and Currently I am working temporary as a Customer Service Staff under RTA (Dubai Metro) social distance event . I have worked in India for three year as a Field Investigator & Office Assistant. I am experienced in various Customer Service and admin jobs.

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Considering my problem solving abilities, leadership skills and being a team player, I believe that I can contribute to your organization.

My CV is attached herewith for your kind perusal. Kindly arrange to analyze my CV and inform me at the earliest for the suitable position available in your esteemed company.

Yours truly,

Treesa Mary Thomas
Mob : +971559577092

(Enclosure: CV)

TREESA MARY THOMAS

KANNAMPALLY HOUSE
CHEERANCHIRA P O
CHANGANACHERRY
KOTTAYAM
KERALA, INDIA
PIN 686106
MOB NO: +971559577092

Email Id: treesatk994@gmail.com



CAREER OBJECTIVE

To work with a leading corporate in a challenging position that will use my interpersonal skills and leadership qualities for overall growth of the company and also facilitate continuous learning and career growth

EDUCATIONAL QUALIFICATION

Course	Institution/ Board	Percentage	Year
Bsc Chemistry	M.G University	83.50	2015
Plus Two	Board of Higher Secondary Education, Kerala	88.88	2012
SSLC	Board of Public Examination, Kerala	88.12	2010

EXPERINECE

Sl.No.	Institution /Company	Position	From	To
1.	Jobin Babu B.Com, A.C.A., Chartered Accountant	Office Assistant	01-09-2015	31-08-2016
2.	National Sample Survey Office, (Govt. of India) Sub Regional Office, Kottayam (Contract basis)	Field Investigator	03-10-2016	15-07-2017

3.	St.Maria Traders, Manimala	Clerical Assistant	01-08-2017	30-09-2019
4.	Group 4 Falck services LLC (Dubai International Airport,UAE)	Customer Service Officer	30-10-2019	25-04-2020

PERSONAL ASSETS

- Posses good Planning and coordinating skills.
- Committed, Self learning and hardworking.
- Team participation with demonstrated leadership qualities
- Good at time management and adaptive to environment

PERSONAL DETAILS

Date of Birth : 27-04-1994
 Sex : Female
 Father's Name : Thomas Rajan
 Mother's Name : Mary Rose
 Religion : Christian
 Language Known : English, Malayalam, Tamil &
 Hindi Nationality : Indian
 Marital Status : Single

PASSPORT DETAILS

Passport No : R 8049894
 Date of Issue : 15-01-2018
 Date of Expiry : 14-01-2028
 Place of Issue : Cochin

Place: Dubai
 Date:

TREESA MARY THOMAS