



# Fathima Shifa

Seeking an entry-level position in a reputed organization where I can apply my academic knowledge, analytical skills, and enthusiasm to contribute to the company's success while gaining practical experience and advancing my career.

## Contact

### Phone

9074295684

### Email

fathimashifa462@gmail.com

### Address

Calicut- Kerala, India

## Language

English

Malayalam

Hindi

## Soft skills

Basic knowledge in

Accounts, Taxation and GST

Communication Skill

Leadership

Management skill

Teamwork

Adaptability

Active Listening

## Technical skills

MS Excel

MS Word

Tally ERP

## Education

2023 - 2025

Holy Cross Institute of  
Management and  
Technology, Calicut

**University of Calicut**

Master of commerce - Finance

CGPA : 3.46

2020 - 2023

St. Joseph's college  
(Autonomous)  
Devagiri, Calicut

**University of Calicut**

Bachelor of commerce - Computer Application

CGPA : 6.808

2018 - 2020

Medical College  
Campus, Calicut

Higher Secondary Education - Commerce  
( Computer Application)

State board : 94%

## Certifications

Certification in Ms Excel.

Certification in business communication skill

Certification in E - filing

## Volunteer Experience

Worked as a coordinator of blood donation camp conducted in college.

Worked as a student coordinator of Nirvana, a National level management fest conducted by the college.

## Project

A study on Customer Relationship Management with special reference to Perumanna Service Co-operative Bank.

A study on the investment pattern of 10 year experienced +2 teachers of aided schools with special reference to Kozhikode.