

Cell : 8500854773

SANVIYA COLLEGE OF ELEMENTARY EDUCATION

Ramakrishna Puram, BAPATLA - 522 101, Guntur Dt., A.P..

EXPERIENCE CERTIFICATE

This Letter is to Certify that Mr. Arya Jessy Babu worked as a Junior Assistant Cum Typist (JACT) in this Institution during the period 30th May 2019 to 28th February 2023.

During his time at SANVIYA COLLEGE OF ELEMENTARY EDUCATION, he has shown great effort and dedication in carrying out all the assigned duties, which included Filling online applications, Typing documents in MS Excel, MS Word, Updating databases, File management, Take care of Confidential information, financial transactions, to name few. He has good communication and problem solving skills, he is able to generate timely reports and take care of highly confidential information.

We wish him luck in his future career opportunities and hope that he keeps on attaining heights in his career.


PRINCIPAL

PRINCIPAL
SANVIYA COLLEGE OF Ele. EDUCATION
Ramakrishnapuram, Bapatla - 522101
Guntur (Dt.), A.P