

## RESUME

### DEEPA MARGARET PAIS

Premier Christina Apartments

Block B, Flat No.F5

Kalpana Lane, Kandanady.

Mangalore-575002

Email:deepapais1977@gmail.com

Phone: 9611094272

C/o. Mrs. Hilda Pais 9008223438

#### Career Objective:

To do the job assigned to me with utmost sincerity and to use my skills and abilities effectively.

#### EDUCATIONAL QUALIFICATION:

Examination	Board/ University	Year of passing	Institution	Percentage scored
MSc. Holistic Psychological Counselling	Mangalore University	2013	School of Social Work Roshni Nilaya Mangalore	Aggregate Percentage of Marks 56.96% Fourth Semester 53% Third Semester 52% Second Semester 62% First Semester 59%
B.A.	University of Mumbai	1998	St. Andrews College Mumbai	Second Class 52%
Higher Secondary Certificate Examination	Maharashtra State Board of Secondary and Higher Secondary Education	1995	St. Andrews College Mumbai	First Class 61%
Secondary School Certificate Examination	Maharashtra State Board of Secondary and Higher Secondary Education Pune	1993	St. Joseph's Convent	First Class 64%

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Internship work for counselling 3 months :

- St. Aloysius High School, Light House Hill, Mangalore
- St. Mary's Girl's High School, Falnir, Mangalore
- Infant Jesus Joyland School, Bolar, Mangalore
- Father Muller Medical College Hospital, Kankanady, Mangalore
- Sahyadri College of Nursing, Adyar, Mangalore
- Kripa Foundation, Mangalore
- Paschim Rehab, Someshwar, Mangalore

### Personal Details:

Date of Birth: 1/7/1977

Nationality : Indian

Sex: Female

Languages: English, Hindi, Konkani, learning Kanada.

### Work Experience:

Worked as an Office Assistant in a Japanese Trading Firm, Nagase & Co. Ltd. from 2001 to 2011.

Worked for 1 year in Wall Street Finance Ltd. as an Office Assistant from 2000 to 2001.

Worked for 6 months as a Stenographer in Sigma Laboratories Ltd.

Worked for Continues Education and Training Centre as an Office Assistant