

Kelaka Vijaya Lakshmi

Eluru, Andhra Pradesh | +919618055469 | kelakavijjayalakshmi@gmail.com

OBJECTIVE

Enthusiastic and detail-oriented B.Com graduate with a solid foundation in Commerce and Accounts and Some basic Computer Languages. A quick learner and adaptable team player, eager to leverage academic knowledge into practical skills.

EDUCATION

GRADUATION

2021-2024

- **University:** Adikavi Nannaya University
- **Institute:** Sir Cr Reddy College For Women, Eluru
- **Course:** Bachelor of Commerce(Computers)
- **CGPA:** 8.7

INTERMEDIATE

2019-2021

- **Board:** Bieap
- **Institute:** St. Theresa's College, Eluru
- **Course:** CEC
- **CGPA:** 8.32

SSC

2018-2019

- **Institute:** A. R. D. G. K mch School, Eluru
- **CGPA:** 8.3

TECHNICAL

Html | CSS | JavaScript (basics) | C-programming(basics) | DBMS(basics)
| MS-word | MS-Excel | MS-Office | PowerPoint | Tally

PERSONAL

Communication | Problem solving | Leadership | Creativity | Teamwork | Flexibility
Emotional Intelligence | Attention to Detail | Responsibility | Time Maintenance

STRENGTHS

- Can learn new things very quickly
- Can do the work even it is out of my boundaries
- Approaching the work in different ways to make it Cleaner and more Reliable
- Can submit the work before the deadlines

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- 1.Digital Marketing In Coskills.In, Eluru
 - 2.Tally InInnogeeks Technology, Vijayawada

CERTIFICATES

1. Webdesign using html and css from mindluster
2. Full stack development(basics) from excelsr

HOBBIES

- Creating login pages and landing pages using HTML, CSS
- Listening to music
- Learning new things

PERSONAL

- **Name:** Kelaka Vijaya Lakshmi
- **Fathers Name:** Kelaka Ramesh
- **Gender:** Female
- **Date-of-Birth:** 04/01/2004
- **Nationality:** Indian
- **Languages Known:** English,Hindi, Telugu
- **Contact Address:** Tangellamudi, Eluru
- **Mobile:** +91 9618055469
- **Email:** kelakavijjayalakshmi@gmail.com