

OBJECTIVE

I am looking forward for a good job experience to utilise, learn and develop my skills and contribute my best to the organisation.

PROFESSIONAL EXPERIENCE

I work with **Planet Spark** as a Public Speaking Trainer since June, 2023. There I facilitate students in grooming their language and soft skills in the arena of public speaking. It is a part time position.

EDUCATION

M.A. – English Literature

Jun '20 - May '22

The American College

Madurai

- Percentage: 74.6%

B.A. – English Literature

Jun '17 - May '20

Lady Doak College

Madurai

- Percentage: 73%

Higher Secondary Education

Jun '15 - May '17

OCPM Girls Hr. Sec. School

Madurai

- Percentage: 89%

SKILLS

- Knowledge in computer handling – MS Office, HTML, SQL, VB, Tally
- Content writing – creative and innovative.
- Good written and verbal communication in English, Tamil.
- Work Ethics, good interpersonal and decision making skills.
- Active listener and quick learner.

CERTIFICATIONS

- Honorous Diploma in Computer Applications
- Senior Grade Typewriting in English & Tamil
- RBP & Advanced Diploma in Hindi

ADDITIONAL INFORMATION

- **Languages Known:** English, Tamil, Hindi
- **Address:** SNR Flats, Alandur Main Road, Saidapet, Chennai, TamilNadu-600015
- **Note:** I can join immediately and relieve from my part time job.
- **LinkedIn URL:** [Bhuvaneshwari M S | LinkedIn](#)