

RESUME

KIRUTHIKA.M

W/o, K.MAHENDRAN,

NO 170, THENDRAL NAGAR 2ND STREET,

SULUR,

COIMBATORE – 641402.

Mobile : 84898-27330.

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CAREER OBJECTIVE :

To Succeed in an environment of growth and excellence and earn a job which provides me job satisfaction and a self development and help me in, Achieving personal as well as organizational goals.

ACADEMIC CREDENTIALS :

COURSE	INSTITUTE/ COLLEGE	BOARD UNIVERSITY	YEAR OF PASSING
B.Sc (Computer Science)	Vivekandan Art & Science College, Thiruchengode.	Periyar University	2008
HSC	Govt.Hr.Sec.School, Erode.	State Board	2005
SSLC	Kalaimagal kalvi Nilayam, Erode	State board	2003

RESPONSIBILITIES :

- Disciplined
- Hard Working and Energetic
- Positive Thinking, Self – Motivated and Flexible
- Analytical & Problem – Solving Skills
- Ability to Hard Work & Ability to Work with Individual / Team

COMPUTER SKILL :

- Basic Computer Operations.
- Data Entry.
- MS – office.
- Record Web

WORKING EXPERIENCE :

- **5Years Teachers Line**
- **2 years Dynamic Medical Private Ltd**
- **2 years RVS College of Trust Admission and Account maintenance**

PERSONAL DETAILS :

Name : **KIRUTHIKA. M**
Husband's Name : **Mahendran. K**
Sex : **Female**
Marital Status : **Married**
Nationality : **India**
Date of Birth : **30.01.1985**
Languages : **English, Tamil**

DECLARATION :

I hereby declare that the above – mentioned information is correct up to my knowledge and I bear the responsibility for the correctness of the above-mentioned particulars.

Place :

Date :

Your Faithfully

(KIRUTHIKA. M)