

RESHMA S

Sai Baba Colony, Coimbatore, Tamil Nadu
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Personal Details

Date of Birth: 1999-12-28

Eligible to work in: India

Highest Career Level: 2-5 years experience

Industry: Administrative Assistance, Business Operations, Technology

Total years of experience: 5

Work Experience

Academic Counsellor

Sree Pashmi Institute of Management and Science Educational institution - Coimbatore, Tamil Nadu
January 2023 to October 2024

UNIVERSITY ACADAMIC COUNSELOR IN JAIN BHARATHIYAR , BHARATHIDASAN , ETC.

Branch Manager

PHONE DOCTOR - Coimbatore, Tamil Nadu
October 2023 to March 2024

MAINTAINING IN ALL SHARE DETAILS AND ACCOUNTS SECTION AND CUSTOMER SUPPORT AND ASSIST
THE EMPLOYEES ALSO PLANING THE COMPANY ADVERTISEMENTS AND EXECUTIONS

Customer Relationship Manager (CRM)

THE KOVAI MOBILE SERVICE CENTER - Coimbatore, Tamil Nadu
June 2019 to February 2023

I HAVE WORKED HERE AT MORE THAN BRANCHES IN THE LAST 3 YEARS. THEY GIVE AN AWARD FOR THE
BEST CUSTOMER RELATIONSHIP MANAGER.

Education

TELEVISION JOURNALISM in Journalism

KERALA MEDIA ACADEMIC - Kochi, Kerala
January 2024 to Present

Bachelor's degree in English

Bharathiar University - Coimbatore, Tamil Nadu
June 2020 to Present

APP DEVELOPING in ANDROID DEVELOPING

AVODHA.COM - Trichur, Kerala

August 2020 to March 2021

ACCOUNTING AND TAXATION in VHSE

KOONATHARA VHSE PALAKKAD - Palghat, Kerala

July 2015 to April 2017

Skills / IT Skills

- Customer service
- Organisational skills
- Communication skills
- Leadership
- Cash handling