

PAVITHRA MURUGESAN

3/4, Sembaivalavu, Annaikuttapatti,
Vembadithalam, Salem - 637504
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Career Intent

To work in an innovative and challenging environment extracting the best out of me, which is conducive to learn and grow, directing my future endeavors as an asset to the Organization.

Qualification Summary

Degree	Bachelor of Commerce
Institution	Pavai Arts And Science College For Women, Namakkal, Tamil Nadu
Year of Completion	2021
Percentage	80%

Degree	HSC
Institution	Jothi Vidhayalaya Mat. Hr. Sec. School, Salem, Tamil Nadu
Year of Completion	2018
Percentage	88.33 %

Degree	SSLC
Institution	Model School, Veerapandi, Salem, Tamil Nadu
Year of Completion	2016
Percentage	82.60 %

Major Expertise

- ❖ Finance and Accounting

Software Proficiency

- ❖ **Software** : Tally ERP 9
- ❖ **Design tools** : MS office
- ❖ **OS** : Windows

Value Added Courses

- ❖ Completed a **lower level Typewriting** course **for English** at Saantha Typewriting Center - Salem.

Certification

- ❖ Cleared a **lower level in Typewriting** Examination with **First Class with distinction**, Conducted by **Government Technical Examinations in Commerce Subjects - Government of Tamil Nadu**

Leadership Progression

- ❖ **Student Representative** for the academic year of 2018 - 2020
- ❖ **Department Program Coordinator** for the academic year of 2019 - 2020
- ❖ **School Volley Ball Team Captain** for 3 years
- ❖ Played as a **NCC Volunteer as well NCC Team captain** during school times

Sports Activity

- ❖ **District Level Kabaddi Player**
- ❖ **College level Volley ball and Kho - Kho player**

Community Works

- ❖ Continuously **Volunteered 2 years** for the **Fund collecting** during “resource mobilisation for humanitarian causes” Activity Conducted by **Indian Development Foundation (IDF)**

Personal Profile

- ❖ Father Name Mr.C.Murugesan
- ❖ Mother Name Mrs.M.Sumathi
- ❖ Date of Birth 08.06.2001
- ❖ Language known **Tamil** (Speak and Written), **English**(Speak and Written), **Kannada**(Speak)

Place: Salem
Date: 26.01.2021

(PAVITHRA.M)