

RESUME

M. KEERTHIKA

No: 3/919, Annai Indira Cross Street,
Anna Nagar East,
Thiruninravur,
Thiruvallur Dist-602024.

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CAREER OBJECTIVE

To accomplish goals and targets of the organization making use of my talent ,skills and knowledge to the best of my abilities. Developing my skills and knowledge consistently and growing along with the organization by utilizing my talents.

EDUCATIONAL BACKGROUND

Qualification	Institution	Board / University	Year of Passing	Aggregate
B.C.A	D.R.B.C.C.C Hindu College Pattabiram	Madras University	2018	78%
H.S.C	Dasar's Hr Sec School Thiruninravur	State Board	2015	78%
S.S.L.C	Dasar's Hr Sec School Thiruninravur	State Board	2013	89%

TECHNICAL QUALIFICATION

- Basic C, C++, Java, Visual Basic
- MS-Office

WORKING EXPERIENCE

- Vimal Outsowing Solutions PVT Ltd - Payroll Executive - 3Years

PERSONAL QUALITIES

- Problem solving
- Good communication
- Self confident
- Self Motivated
- Hard Working

HOBBIES

- Listening Music
- Reading Books

PERSONAL DETAILS

Name	: M. Keerthika
Husband Name	: J. Mohanakrishnan
Date of Birth	: 16.03.1998
Gender	: Female
Marital Status	: Married
Languages Known	: English, Tamil
Nationality	: Indian
Religion	: Hindu

DECLARATION

I hereby declare that the above said factor all true to my knowledge. I assure that I will do the best of my service and will grow with the company.

Date :

Yours sincerely,

Place:

M. KEERTHIKA