

Name :Kavya Vijaykumar
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CAREER OBJECTIVES:

Seeking a challenging position in a reputed organization to show my knowledge and skills and to expand my learnings with my experience.

EDUCATIONAL QUALIFICATION:

S.NO	QUALIFICATION	COLLEGE/SCHOOL	PERCENTAGE	YEAR
1	B.COM Finance	Dr. SNS Rajalakshmi College of Arts and Science	Pursuing 91%	2021-2024
2	HSC	AVP Trust National Matriculation Higher Secondary School	87%	2020-2021
3	SSLC	AVP Trust National Matriculation Higher Secondary School	78%	2018-2019

TECHNICAL SKILLS:

- Basic Knowledge in MS Word.
- Basic Knowledge in MS Excel.
- Basic Knowledge in MS Power Point.
- Basic Knowledge in Oracle

SOFT SKILLS:

- Good in Communication.
- Leadership Quality and Guiding a Team
- Time Management
- Problem-solving

CERTIFICATION:

- ❖ Completed 18 hours training under “Life Skills Training” by Rubicon.
- ❖ Completed 96 hours (15 days) Training Under ”LifeSkills Training” by INFOSYS .
- ❖ Enterprise Design Thinker – IBM

MOCK COURSES:

- Blockchain and money by MIT – 29hrs 15mins
- Marketing Basics by Myles Bassell – 24hrs 37mins

GREAT LEARNING:

- Smart English Basics for Professionals
- Introduction to Digital Marketing
- Marketing and Retail Analysis

ALISON-Business Support System

UNSTOP-Quiz

CURSA-Strategic Marketing-31 hours

INTERNSHIP:

- Auditing and Accounting -RCAS and Associates LLP.

SOCIAL RESPONSIBILITY:

- Member in NSS Club

STRENGTH:

- ✓ Decision Making and Problem solving.
- ✓ Ability to learn new technologies
- ✓ Capacity to manage multiple tasks simultaneously and Complete assignments within allotted time.

GOALS:

- ❖ To Become a Bank Manager.
- ❖ To Become an expert in your field
- ❖ To Earn a promotion

HOBBIES:

- 🎵 Listening Music.
- 🍳 Cooking

AREA OF INTEREST:

- Customer Support
- Tele Calling
- Mail Communication

PERSONAL DETAILS:

Father's Name :P.N Vijaykumar
Date of Birth :16thJanuary 2003
Gender :Female
Marital Status :Unmarried
Nationality :Indian
Language Known :Tamil,English

DECLARATION:

I do hereby declare that the above information is true to the best of my knowledge.

PLACE:Coimbatore

DATE:

(KAVYA.V)