

# CHARULATHA G

Date

Respected Sir/Mam,

Vice president,  
INFOSYS LIMITED,  
TP 1/1, Central Avenue Techno Park, SEZ, Mahindra World City, Paranur, Tamil Nadu 603002.

**RE: Application for requesting the Engineer Trainee.**

Dear Sir/Mam,

As a highly motivated and dedicated student with strong interpersonal and communication skills, I would like to apply for the position of Engineer Trainee.

As a student I have been extensively involved in my school community, which has allowed me to develop strong interpersonal skills. My involvement in various events, including drama and sports carnivals, has allowed me to work closely with my peers while supporting the school community as a whole.

These experiences have allowed me to develop strong time management and organisational skills, which I see as being very important when seeking to work in casual employment while continuing to study.

Personal attributes that I believe make me suitable for this position include:

**Motivation:** Volunteer participation and school results demonstrate high motivation.

**Communication:** Acting in drama performances and working as an MC for school events has allowed the development of communication skills.

I enjoy working with others and believe that my strong communication skills will ensure that I can meet the expectations of this role.

I am aware that you will receive a large number of applications for this job, but I would very much appreciate the opportunity to demonstrate my capabilities to you in person.

I believe that I have a lot to offer your organisation. I am keen to develop my professional skills and look forward to discussing my application with you at an interview. I have enclosed a copy of my resume for your consideration. I can be contacted at all times on the details provided above.

Thanking you in advance for your time,

**Charulatha G**

## CONTACT



G9- Sabari Flats , North mada st  
54/122, Vadapalani, Chennai-26



6380887015



gcharulatha2006@gmail.com

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## OBJECTIVE

I seek challenging opportunities where I can fully use my skills for the success of the organization.

## EDUCATION

**10th** 2021

AVM RAJESHWARI , AVM nagar 1st st ,Virugambakkam,  
Chennai -92.

86%

**12th** 2023

AVM RAJESHWARI , AVM nagar 1st st ,Virugambakkam,  
Chennai -92.

82%

**BSC Company Science** 2023-2026

MADRAS UNIVERSITY, QUEEN MARIS COLLEGE,  
Radhakrishnan road,Mylapore, Chennai-04

8.6 CGPA

## DECLARATION

I declare that the information provided in this resume(CV) is true and accurate to the best of my knowledge.



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## SKILLS

SKILLS : Problem solving, Technical writing, Coding in Computer Languages Python, C , Java and HTML. COURCES AND

CERTIFICATIONS: Beginner level course in UI and UX designing. Beginner level Python Programming.



## LANGUAGES

I am familiar with Tamil since it's my mother tongue, and English as it is my second language, I took French as my third language in my UG and I'm able to understand a little bit of Malayalam and Telugu.

## INTERESTS

I am interested in coding , and apart from my Computer Science domain I'm interested in painting and pencil sketching, dancing, reading books and also gaining general knowledge