

## RESUME

**RAYUDU TABITHA ROJA,  
QUATER No.70A,  
SECTOR-1, UKKUNAGARAM,  
Visakhapatnam- 530032,  
Andhra Pradesh.**

**Contact No: 8500966561,9440146826  
Email:Kitlangi.roja@gmail.com**

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### **Career Objective:**

“To be a part of an Organization where I can use my skills, knowledge and put my efforts to achieve the goals of Organization and also to improve my career by taking challenging tasks.”

### **Academic Qualifications:**

- S.S.C in Mahathma Gandhi municipal High Kakinada with an aggregate of 52% in the year 2005.
- Diploma in Commercial and computer practice (D.C.C.P) in G.P.T College Kakinada with an aggregate of 64% in the year 2008.
- English Typing Higher (45 WPM)

### **Experience:**

- B.D.L Apprenticeship one year in 2008-2009.
- ECIL One year Trainee in 2009-2010.
- Worked as a operator(production) in MICROTEK at AMTZ

### **Software Proficiency:**

- ◆ Operating System : WINDOWS-XP.

### **Personal Skills:**

- Good communication skills.
- Able to take up responsibilities.
- Hardworking & capable to work in team.

### **Personal Profile:**

Name	: R.TABITHA ROJA
Father's Name	: R.APPA RAO(Late)
Nationality	: INDIAN.

Date of Birth : 16-08-1989.

Hobbies : WATCHING T.V, LISTENING MUSIC,  
READING BOOKS, MAKING CRAFTS.

Languages Known : ENGLISH, TELUGU.

### **DECLARATION:**

I hereby declare that the above information given is true to the best of my knowledge and belief.

**Place:** Visakhapatnam

(R.TABITHA ROJA)

**Date:**

आयकर विभाग  
INCOME TAX DEPARTMENT



भारत सरकार  
GOVT. OF INDIA



स्थायी लेखा संख्या कार्ड  
Permanent Account Number Card

**BVFPT9866E**



नाम / Name

**KITLANGI TABITHA ROJA**

पिता का नाम / Father's Name

**RAYUDU APPARAO**

जन्म की तारीख /

Date of Birth

**16/08/1989**

हस्ताक्षर / Signature

12012020



భారత ప్రభుత్వము  
Government of India

భారత విశిష్ట గుర్తింపు ప్రాధికార సంస్థ  
Unique Identification Authority of India

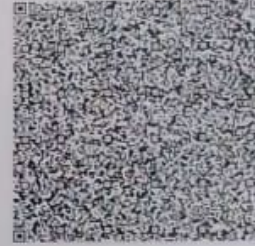
నమోదు సంఖ్య / Enrollment No. : 0704/23008/00398

To  
Kitlangi Tabitha Roja  
కిట్లాంగి తబిత రోజా  
C/O: Kitlangi V B Ramaraju,  
70 A,  
sector 1,  
ukkunagaram,  
ukkunagaram,  
VTC: Pedagantyada, PO: Ukkunagaram,  
Sub District: Pedagantyada, District: Visakhapatnam,  
State: Andhra Pradesh, PIN Code: 530032.  
Mobile: 8500966561

81393044



KF813930443FI



మీ ఆధార్ సంఖ్య / Your Aadhaar No. :

**8824 1750 4899**

నా ఆధార్, నా గుర్తింపు



భారత ప్రభుత్వం  
Government of India



Issue Date: 06/09/2014



కిట్లాంగి తబిత రోజా  
Kitlangi Tabitha Roja  
పుట్టిన తేదీ / DOB: 16/08/1989  
స్త్రీ / Female

**8824 1750 4899**

నా ఆధార్, నా గుర్తింపు



# BOARD OF SECONDARY EDUCATION ANDHRA PRADESH

3533  
21/10/05  
D. L. L. K. R. D.  
16/11-8



## SECONDARY SCHOOL CERTIFICATE

DD 808915

PRIVATE

PC/08/07002/008895/5

CERTIFIED THAT RAYUDU TABITHA ROJA  
D/O RAYUDU APPA RAO

bearing Roll No 0087031

belongs to MPL HIGH SCHOOL, GANDHINAGAR, KAKINADA

has appeared and PASSED at the SSC EXAMINATION held in MAY/JUNE 2005 in COMPARTMENTAL

Division with ENGLISH as the medium of instruction.

DATE OF BIRTH  
OF THE  
CANDIDATE

16-08-1989

DAY

MONTH

YEAR

ONE SIX

AUGUST

ONE NINE EIGHT NINE

### THE CANDIDATE SECURED THE FOLLOWING PERCENTAGE OF MARKS

SUBJECT	Marks Secured (in figures)	Marks Secured (in words)
FIRST LANGUAGE : ( TELUGU )	61*	SIX ONE
THIRD LANGUAGE : ENGLISH	41*	FOUR ONE
MATHEMATICS :	60*	SIX ZERO
GENERAL SCIENCE :	44	FOUR FOUR
SOCIAL STUDIES :	53*	FIVE THREE
TOTAL :	259	TWO FIVE NINE
SECOND LANGUAGE : ( HINDI )	51*	FIVE ONE
GRAND TOTAL :	310	THREE ONE ZERO
Life Skills Education : GRADE SECURED :		
Marks of Identification : 1. A mole on the right hand 2. A mole on the left hand		

Head of Institution  
with School Stamp

Date of issue : 01-07-2005

SECRETARY  
BOARD OF SECONDARY EDUCATION  
A P, HYDERABAD

1. Life skills Education, The Grade shall be incorporated by the respective Head of the Institution before delivery of the certificate to the candidates.
2. Any corrections in the certificate will not be entertained after one year from the date of issue.
3. Any unauthorised correction in the certificate will result in cancellation of certificate.
4. The Marks with asterisk indicate the old marks secured in previous appearances.

2005



808915



51/2008/3533

25/11/08

S. No : 85117


# State Board Of Technical Education And Training

## Andhra Pradesh



No. 08041151

This is to certify that **RAYUDU TABITHA ROJA**  
 Daughter of **RAYUDU APPA RAO**  
 having completed the prescribed **3-YEAR FULL TIME** Course of study approved by the Board  
 at **GOVT. POLYTECHNIC FOR WOMEN KAKINADA**  
 and fulfilled all the requirements is awarded this Diploma in **COMMERCIAL & COMPUTER PRACTICE**  
~~XX~~/She has completed the pass requirements for award of Diploma in examination  
 held in **MARCH / APRIL 2008** ~~XXX~~Her Permanent Identification Number  
 is **05011-CCP-032** and ~~XX~~she is placed in **FIRST CLASS**----- on  
 the basis of marks secured as indicated.

Examination	Max. Marks	Marks Secured	Marks taken into Consideration for Award of Class	
			(In Figures)	(In Words)
I Year	800	471	118(25%)	ONE ONE EIGHT
III Semester	800	450	450(100%)	FOUR FIVE ZERO
IV Semester	800	494	494(100%)	FOUR NINE FOUR
V Semester	800	506	506(100%)	FIVE ZERO SIX
VI Semester	800	619	619(100%)	SIX ONE NINE
Total Marks In Figures	2187			
In Words	TWO ONE EIGHT SEVEN			
Percentage of Marks :	64.32			



PRINCIPAL,  
Govt. Polytechnic For Women,  
KAKINADA

Date : 25/06/2008

Given under the seal of the Board on this, the  
**THIRTIETH** day of **APRIL**, 2008

SECRETARY  
 STATE BOARD OF TECHNICAL EDUCATION  
 & TRAINING, ANDHRA PRADESH

**THE NATIONAL SMALL INDUSTRIES CORPORATION LTD.**

(A Government of India Enterprise, under Ministry of MSME)

एन.एस.आई.सी. - तकनीकी सेवा केन्द्र

**NSIC - TECHNICAL SERVICES CENTRE**

(Recognised R & D Centre by Min. of S & T)

Ref: NSIC/ECIL/09-10/306

DATE: 01-11-2010

**TO WHOM SO EVER IT MAY CONCERN**

This is to Certify that Ms. R Tabitha Roja (DCCP), bearing code No. 718095, underwent In-plant training from 11-12-2009 to 10-06-2010 in SSD at ECIL, Hyderabad Sponsored by NSIC-TSC, Hyderabad. The details are given below:

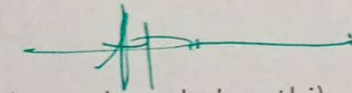
DOJ1 11-12-2009 to 31-03-2010 1<sup>st</sup> Spell

DOJ2 01-04-2010 to 30-06-2010 2<sup>nd</sup> Spell

DOJ3 01-04-2010 to 10-06-2010 3<sup>rd</sup> Spell

During this period her performance was found to be satisfactory.

We wish her all success in her future Endeavour.



(U.Venkatachalapathi)  
DGM & Centre head

