




Rekha Karunakaran

Aspiring Developer

✉ rekha karunakaran2002@gmail.com ☎ 9042252738 📍 Hosur, Krishnagiri  LinkedIn Profile
 GitHub Profile  Portfolio

PROFILE

Ambitious, Eager and Adaptable graduate. I prioritize growth and knowledge acquisition in a supportive work environment. My internship experiences and academic achievements, alongside hands-on projects, have equipped me with practical skills in business operations and software development, reinforcing my commitment to pursuing a successful career in technology.

SKILLS

- Frontend - Web Development (HTML,CSS,JS,Bootstrap)
- Programming language - Java
- Other Tools - Github,Excel,VsCode,Prompt Engineering

EDUCATIONAL QUALIFICATION

Computer Science Engineering <i>ER. Perumal Manimekalai College Of Engineering, Hosur</i> CGPA: 8.82 (83.79%)	2020 – 2024
HSC <i>Government Girls Higher Secondary School Bagalur Hosur</i> 73.6%	2019 – 2020
SSLC <i>Government Girls Higher Secondary School Bagalur Hosur</i> 90.6%	2017 – 2018

PROJECTS

Food Scraps Management System

Frontend Languages & xampp Software - PhP MyAdmin

Developed a web-based platform for food waste management, integrating households, restaurants, and organizations for food scrap collection and repurposing.

Green Thumbs - A Comprehensive Guide For Taking Care Of Your House plants using cloud and web Technology

Developed a web-based platform providing guidance on indoor plant care to enhance aesthetics and air quality for healthy growth and wellbeing.

Lifesaver - A VaDE Based Intelligent Ambulance Positioning Deployment for Rapid Emergency Response and Alert System

Proposed a Variational Deep Embedding (VaDE) model for efficient ambulance deployment, reducing emergency response times.

Sales Performance Dashboard using Excel and the Dataset

This Excel file tracks sales performance across different regions, categories, and products featuring raw data, a pivot table for analysis, and a dashboard for visualization.

CERTIFICATIONS

HTML,CSS and Javascript - Udemy	2025
Full Stack, issued by GUVI.	2023
IBM-"Introduction to cloud" CC0101EN, issued by TNSDC.	2023
Cloud Essentials-TNSDC (Veranda platform Eureka) via Naan Mudhalvan	2023

EXPERIENCE

Academic Operations Executive

06/2025 – Present

Emeritus, Course Connect, Bangalore

- Managed post-conversion student operations, including enrollment confirmation, onboarding, and ongoing academic support for VIT programs.
- Maintained CRM-driven student lifecycle records, ensuring accurate updates of enrollment status, documentation, and follow-up actions.
- Resolved academic and LMS-related queries covering curriculum, examinations, schedules, and university processes.
- Coordinated fee payment processing and verification, working with finance teams to address payment-related issues.
- Ensured data accuracy, compliance, and cross-functional coordination to deliver a seamless student experience.

Business Operations Executive (BOE)

03/2024 – 02/2025

MyCaptain, Bangalore

- Managed the business operations and data analytics processes.
- Enhanced skills in data & process management and communication.
- Gained hands-on experience in business operations and CRM tools.
- Recognized for my dedication and performance.

LANGUAGES KNOWN

English | Tamil

(Read, Write, Speak)

Kannada | Telugu

(Speak)

AWARDS & ACHIEVEMENTS

Achiever of the Month

01/12/2023

MyCaptain Operations

for surpassing 100% of the TvsA target, recognised by MyCaptain Operations.

Department 3rd rank holder

01/12/2022

in the annual carnival.

School 1st rank in Bio-Maths (MPCB) HSC

01/12/2019

School 3rd rank in SSLC

01/12/2017

INTERNSHIP

MyCaptain

2024

3 month in probation period as Business Operations Executive (BOE)

Internship at Harita Company (Uno Minda-Seating Plant)

2023

from July 17 to July 21, 2023.

Participated In One Day Internship Organized By Oduga Tech On Title Of "Android Development"

2022

EXTRA CURRICULAR

Participated In Annual Sports Meet at PMC TECH on game-event of Kabbadi - Runner.

2023