

RESUME

BHARANIS

Phone No: +91 9080660877

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CAREER OBJECTIVE

To acquire a challenging position to prove my prolific talents and skills and to be a trustworthy professional and to be satisfied by doing my best.

ACADEMIC EXCELLENCE

COURSE	INSTITUTION	BOARD / UNIVERSITY	YEAR OF PASSING	PERCENTAGE OBTAINED
BCA	Peri College of Arts and Science	MADRAS UNIVERSITY	2026	Pursuing
HSC	Government Boys Higher Secondary School	STATE BOARD	2023	65%
SSLC	Government Municipal High School	STATE BOARD	2021	Completed With All Pass

EXPERIENCES

- **Student** (Fresher)

COURSE COMPLETED

- MS-Word
- MS-Excel
- MS-Powerpoint

SKILLS

- Team collaboration
- Administrative assistance
- Event planning
- Team support
- Punctual and reliable
- Fast learner
- Basic mathematics
- Time management

- Microsoft proficiency
- Flexible schedule
- Networking
- Leadrship

LANGUAGES KNOWN

- Tamil [Proficient (C2)]
- English [Intermediate (B1)]

SYTEM SOFTWARE KNOWLEDGE

- MS-Word
- MS-Excel
- MS-Powerpoint
- Python

PERSONAL PROFILE

NAME	: Bharani S
FATHER NAME	: Sakthivel L
DATE OF BIRTH	: 05-02-2006
MARITAL STATUS	: Single
SEX	: Male
NATIONALITY	: Indian
ADDRESS	: No.5, Kalyan Nagar 1 st Street, West Tambaram, Chennai – 600045.

DECLARATION:

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

Place: Tambaram

Yours truly,

Date: 24-02-2025

Bharani S