

Arugonda Sindhuja

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Appajipally, Kolcharam

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Medak, Telangana- 502109

Career Objective

To secure challenging position in a dynamic work environment, which will enable me to use my communication skills and interpersonal skills to serve customers and bring the success to the organization and myself.

As a Team Player

- Capable of delivering the tasks which were assigned in the given time ensuring all the parameters are met.
- Willing to deal with the clients through calls to solve problems.
- Was able to manage the team and assist the co team members whenever required.

Key Skills :

- Ability to take multitasks and consistently finish project before the deadline.
- Good verbal and written communication skills.
- Ability to quickly grasp new concepts and theories.
- Fast in resolving customer complaints with excellent problem-solving skills.
- Individual contributor as well as a team player.
- Team player with a positive approach towards goal.
- Capability of handling pressure without losing focus on quantity or quality.

Technical Skills :

- Skilled in MS-Word and basic computer applications.
- Basic Knowledge in C Programming language.
- Good Knowledge in HTML,CSS,JavaScript.

Interests :

- Playing Carroms
- Cooking
- Singing

Academic Credential

Course	College / University	Year	Aggregate
Master of Computer Applications(MCA)	Aurora's PG College	2022	77%
B.Sc(Maths,Physics and ComputerScience)	Aurora's Degree and PG College	2020	8.63
Intermediate	Aadarsha Junior College	2017	81.5%
SSC (10 th)	Geetha High School	2015	9.2

PERSONAL DETAILS:

Father's Name : A.Anjaneyulu

Date of Birth : 07-October-1999

Nationality : Indian

Marital Status : Un-Married

Languages Known : English, Telugu ,Hindi

REFERENCE:

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

Date:

Location: Hyderabad

(Arugonda Sindhuja)