**Resume**

**M.RoopaDevi**

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# CAREEROBJECTIVE:-

To provide the best service to my full potential, wherein being continuously as part of team dynamically works towards growth of the organization and achieve excellence thereof.

**ACADEMIC QUALIFICATION:-**

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| **Sr.No** | **Exam** | **Board/University** | **Name of the School/College** |
| 1. | SSLC (2003) | State Board | Government girls higher secondary school, Madurai |
| 2. | HSC (2005) | State Board | Government girls higher  secondary school, Madurai |
| 3. | B.Sc Computer Science (2008) | Madurai Kamarajar University | Madura college, Madurai |
| 4. | MBA HR (2010) | Madurai Kamarajar University | Madurai Kamarajar University |

# TECHNICALEDUCATION:-

**Languages Known** VB ,C,C++

# InternetTechnologies HTML

**Database Known** Oracle 8, SQL Server 2000 and MSAccess

# WORKEXPERIENCE:-

* Worked with Reyvish Association Pte Ltd as Admin from 1 June to till the date
* Worked with Syngrid Technologies Pte. Ltd as Admin Recruiter from 1stAugust 2016 to 31st May 2019.(Madurai)
* Worked with Hitachi as Admin Executive from 3rd February 2014to30thJuly 2016. (Madurai)
* Worked with Study Centre of Bharathiar University as Admin Executive (Student Counselor) from 5th January 2012 to 30th December 2014(Madurai)
* Worked with Airtel Communications as MIS Co-ordinator from 3rd June 2010 to 30th December2011.

# EXTRA CURRICULARACTIVITIES:-

Playing chess, Listening to Music.

# Projects UndertakeninUG Title : School ManagementSystem

**Language : VB & Ms-Acess**

**Projects Undertaken inPG**

**Title : The study of hr in company small and mediumindustries. Skill :HR**

**PERSONALINFORMATION:-**

**Status :-Unmarried**

**Sex : -Female.**

**Languages Known : - English, Tamil. Nationality : -Indian.**

**References**

Available on Request

# PLACE: Madurai Date:

**Signature**

**RoopaDevi.M**