V.DHANALAKSHMI

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EDUCATION

|  |  |
| --- | --- |
| **Madras University**  MSC Cyber Forensics And Information Security | Present - |
| **Ultra Arts And Science College**  BSC Forensic Science *GPA: 8.0* | 2021 - 2024 |
| **Chethanaa Matriculation Higher Secondary School**  HSC *GPA: 5.8* | 2019 - 2020 |
| **Mary Ann Matriculation Higher Secondary School**  SSLC *GPA: 8.5* | 2017 - 2018 |

Experience

# CONGNITION HUT TRAINING INSTITUTE

*IELTS TRAINER AND ADMINISTRATOR* 2025 - Present

* • Conduct IELTS preparation sessions ,assess student's proficiency ,provide feedback ,lesson panning and guide them on exam strategies
* • Manage student records ,handle inquiries , coordinate schedules ,organize exams and ensure compliance with guidelines.

# CODE F SOLUTION

*Forensic Insurance Investigator* 2024 - 2025

* • Roles and Responsibilities including investigating & evidence collection -Gather evidence,conduct interviews,analyze records and perform survellance
* • Collaboration & Reporting-Work with law enforcement ,prepare reports ,track claims and ensure compliance
* • Legal & Fraud Detection-Identify fraudulent claims ,asses financial and medical records

SKILLS

ANALYSIS: Fingerprint, Analysis Blood Typing, Laboratory Handlings

TECHNICAL SKILLS:: Excel, Word, Powerpoint,Mailing

DOCUMENT ANALYSIS:: Report Writing, Sketching, Photograpy, Evidence Handing CRIME SCENE INVESTIGATION:: Analysis, Problem Solving, Critical Thinking

TEACHING & MANAGEMENT:: Lesson Planning, Evaluate Student Progress, Classroom Management LANGUAGE SKILLS:: IELTS(International English Language Testing System)

PROJECTS

# Types Of Hydrocarbon And Its Detection Methods In fire & Arson

Theoretical Thesis Study Of Fire Behavior And Detectors

# Forensic Analysis In Fire Invesigation

Microscope Detail Study Of shoot Analysis Of Evidence In Crime Scene, Collection, Preservation, Packing of Evidence.

CERTIFICATE

**IELTS** IDP

Band Score :6.5 Mar 2025

**FIRE ACCIDENT INVESTIGATION** Annai Fathima College Feb 2024

# NAAN MUDHALVAN

Excel Advance,Microsoft Share Point,Microsoft Advance Level,Microsoft One Drive Dec 2023

**TRAINING PROGRAM** Spy Shot Detective Academy July to oct -2023

**FORENSIC DERMATOGLYPHICS** Annai Fathima College Feb-2023

**RESEARCH WRITING INTERNSHIP** CODE F Solution 2022