

CURRICULUM VITAE

CHANDRAKALA. J
No:36/27
Ramnagar,
5th Street,
Triplicane
Chennai - 600005
Mob: 9551941882

Email:chanujayaram@gmail.com

PERSONAL INFORMATION

NAME : CHANDRAKALA. J

FATHER NAME : JAYARAM. P

RELIGION : HINDU

NATONALITY : INDIAN

D.O.B / GENDER : 05/11/1995/ FEMALE

MARITAL STATUS : MARRIED

PRESENT & PERMANENT : No:36/27 Ramnagar 5th Street,
Triplicane,
Chennai -600005 Tamil Nadu

Knowledge of Languages : English, Tamil, Telugu

EDUCATIONAL QUALIFICATION

Qualification Name of College/University

Name of Examination	Institution	University / Board	Year of passing
S.S.L.C	Rex Mat Hr. sec school Chennai - 600005	Matric	2010
H.S.C.	Rex Mat Hr. sec school Chennai - 600005	Matric	2012
B.Com (CS)	Justice Basheer Syed Ahmed Collage for Women Chennai-18	ANNA UNIVERSITY	April 2015
M.Com (General)	MADRAS UNIVERSITY	MADRAS UNIVERESITY in Correspondance	April 2019

ADDITIONAL QUALIFICATIONS:

- **Typing Lower in English**
- **DCA (DIPLOMA IN COMPUTER APPLICATION)**
- **Tally**

PROFESSIONAL EXPERIENCE

- 8 months of experience in **ACCOUNTING & SUPPORTING** in **PICSEL CREATIVE PRIVATE LIMITED** from June 2015 to Jan 2016
- 8 Months experience in **ACCOUNTS ASSOCIATE AND TELECALLING** **CAVINKARE CARE UNDER CK'S FOODS PRIVATE LIMITED** from Feb 2016 to Oct 2016
- 1 Year 6 Months experience in **ADMIN & ACCOUNTS** IN **A.K. ENTERPRISES. 02.05.2017 to 12.12.2018**
- 1 Year 6 Months experience in **BILLING DESK ASSOCIATE** IN **RELIANCE RETAIL LIMITED 13.12.2018 to 30.04.2020**
- 2.5 yrs experience in OP Billing in SIMS Hospital from April.10.2021 still now

I hereby declare that the above mentioned information is true as per my knowledge and feel responsible
For any discrepancy.

DATE:

Yours sincerely

PLACE:

J.CHANDRAKALA