

Resume

Suganya.s

Phone no:7010767694

Mail id :suganya0697@gmail.com

Career objectives

To put my abilities and learning skills to best use and make my effective contribution to an organization for a bright and rewarding career.

Summary

- ☐ Capable of multi tasking with good people skill
- ☐ Organized and object-oriented, hardworker and quickleaner.

Academic Qualification

COURSE	NAME OF THE INSTITUTION	BOARD OF EXAMINATION	YEAR OF PASSING	% OF MARKS
SSLC	P.J.Gupta high school	State board	2012	51%
HSS	Ebenezer Jaganath matriculation higher secondary school	State board	2014	59%
B.COM	Annai violet arts& science college	Madras university	2017	74%
M.COM (CORR)	Madras university	Madras university	2021	60%

Personality Traits

- ✓ Positive thinker
- ✓ Ability to work under pressure
- ✓ Ability to solve the problem with logical method

EXPERIENCE DETAILS

1. AJIT FABRICS - Feb 2023 To present.

2. CHANDRA ENTERPRISES - CHENNAI- APRIL2020 TO JAN 2023
3. TCS DOMAIN- Banking and Financial Services (Loans and advances)
4. Location - DLF IT PARK (Porur)
5. Team Process -One among the process division of Wells Fargo Bank
6. CTC - 2,64,000 per annum

Technical skills

- ☐ Diploma in office management
(Tally ERP9 & Prime,DTP, Ms.word,Excel,GST Return Filling)

Membership

- ☐ Consumer club
- ☐ NSS

Personal details

NAME : Suganya.S
FATHER'S NAME : Shankar.S
Date OF Birth : 02-06-1997
Language Known : Tamil, English
Qualification : B.com(General)
Address : 4/8,Munusamy Kovil 4th street, Menambedu , Ambattur,
Chennai-600053

Declaration:

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

Place: Chennai

Date:

Signature