

Field Officer (7 Post)

RESUME

SUVARNA

Mobile No : 9590618377 / 9738983361

Email ID : r.suvarna.ram@gmail.com

CAREER OBJECTIVE

To provide the organization with the best of my talent and skills, with which I can help the organization by handling the problems in an efficient manner. To develop a positive attitude with my fellow associates and be a continuous learner. Give equal importance to personal as well as organizational goals.

EDUCATION QUALIFICATION

Qualification	Institution	Year of Passing
MSC Psychology (Clinical Psychology)	Bangalore University	2012-2014
B.A	Govt. First Grade College, KGF (Kolar Dist)	2009 -2012
PUC	Subhashini Women PU College	2007- 2009
SSLC	Govt. Girls High School, KGf	2002

COMPUTER PROFICIENCY

- DCA- Diploma in Computer Application
- Office Automation

WORK EXPERIENCE

- Internship: Bangalore Medical College & Research Institute Victoria Hospital.
- 1 year Worked as Teacher at SK Public School, Bangalore
- 1 year worked as Supervisor at Congnizant, Bangalore
- 24x7 Facility Connect services currently under Society General Global Solution Center as a Support staff for PTP team (Invoice Indexing Agent) Analyst

STRENGTH

- To Work with a positive attitude
- To work with self confidence.
- Good written and oral communication skills

PERSONAL INFORMATION

Full Name : **SUVARNA**

Date of Birth : **01/06/1984**

Father Name : Ramakrishnappa

Marital Status : Single

Languages Known : English, Kannada & Tamil

Permanent Address : Gonamakaahalli Village
Andersonpet Post,
KGF - 563113

DECLARATION

I sincerely believe in team spirit, hard work and loyalty. I hope the particulars in the attached resume are in line of your requirements and an opportunity would be provided to prove my worth.

Place:

Date:

SUVARNA