

Ashwini kurmati

📍 Hyderabad, India 📞 +91 9032938609 ✉️ ashuashwini483@gmail.com

Summary

A self-motivated and hardworking individual with excellent interpersonal and communication skills. Proven ability to work effectively in teams and take initiative with independent projects. Experienced in problem solving and multi-tasking. Adept at quickly learning new concepts and technologies.

Committed to providing quality and efficient work.

Experience

Management Trainee • Leo Adv 2019

Dec 2016 - June

- Experienced in direct marketing (B2B & B2C)
- Experienced in conducting interviews and recruitment.
- Evaluated candidates' capabilities based on interview and education.
- Trained selected candidates in marketing and helped them progress in their entrepreneurial journey.
- Served as a team leader and cultivated an open communication culture among team members.
- Set goals for team and individuals and motivated team members to reach those goals.

HR and Technical Support • Cosmocrats Education 2016

Nov2015 - Dec

- Provided front desk assistance
- Resolving telephonic and email queries.
- Conducted initial interviews for potential candidates
- Assessed applicant's proficiencies, qualifications and backgrounds
- Experienced in payroll administration role.

Graduate Engineer • Bharath Electronics Ltd
2015

Nov2014 - Nov

- Experimented with Down Converters, Local Oscillators, Antennas, and Switch Filter Bank to ensure the successful operation of Project VARUNA.
- Automated the Measurements of DC- H&L through efficient GUI development utilizing Aligent VEE pro Software.
- Examined a variety of RF & Microwave components including active and passive devices, such as power amplifiers, exciters, antennas, filters, directional couplers, low noise amplifiers, power dividers, RF switches, mixers and RF cables.
- Operated advanced instruments such as Vector Network Analyzers, Spectrum Analyzers, Signal Generators, Digital CROs, Power Meters, and Function Generators.
- Composed engineering documents and generated production papers according to BEL standards.

Education

Master of Business Administration - MBA •

MAY 2015

Andhra Yuvathi Mandali School Of Business, Osmania University
Finance and Human Resource • Grade: 70

Bachelor of Technology - BTech •

MAY 2013

Sri indu college of engineering and technology, JNTU Hyd
Electronics and communication • Grade: 73.60

Diploma in ECE •

OCT 2009

Kamala Nehru Polytechnic For Women
Electronics and communication • Grade: 60

Matriculation.

JUNE 2006

Sai Grace High School Grade: 70

Technical Skills

MS Office, Excel, Powerpoint, c language basics

PERSONAL INFORMATION:

Father Name : K . Ramulu

Birth Date : 4th, april, 1990

Marital Status : Married
Languages Known : English, Hindi and Telugu
Communication Address : Nacharam, Hyderabad,500072.

DECLARATION:

I hereby certify that the information given by me is authentic to the best of my knowledge.

Date:

Place: Hyderabad

KURMATI ASHWINI