CURRICULUM VITAE

SUGANYA T

# 64, Annai Sathya Nagar

Moolakkadai, Chennai – 600 110

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OBJECTIVE

To seek an organization where my efforts and ideas are valued in an environment with professionalism and a chance for self-improvement.

STRENGTH

* Good Interpersonal Skills
* Team Player & Go-Getter
* Self-Motivated

SCHOLASTIC RECORDS

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| --- | --- | --- | --- |
| Qualification | Institution /University | Percentage of Marks | Year of Completion |
| M.B. A | Institute of Distance Education, University of Madras, Chennai - 05 | 68.8% | 2008-2010 |
| B. Com | Bharathi Women's College, Chennai - 108 | 85.5% | 2004 - 2007 |
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| H.S.C | Railway Mixed Higher Secondary School, Perambur, Chennai-11 | 88% | 2004 |
| S.S.L.C | Railway Mixed Higher Secondary School, Perambur, Chennai-11 | 77% | 2002 |

WORK EXPERIENCE

Worked as Tally Faculty in Genesis House of Accountants for 3 years from 2007 to 2010 - Educate students on working in Tally software

PERSONAL PROFILE

Husband’s Name : Mr. P. Rajesh

Date of Birth : 13-12-1986

Gender : Female

Marital Status : Married

Language Known : Tamil, English

Religion : Hindu

Nationality : Indian

ADDITIONAL QUALIFICATION

* Completed ICWA Foundation with 59 %
* Tally 9.0 from Genesis Institute
* Java, C language, C++ and HTML
* Completed NCFM Courses and following Certificates:
  + - Capital Market: 78% marks obtained and completed in the year 2008
    - Derivative Market: 79.25% of the marks obtained and completed in the year 2008
    - Commodity Market: 85.25% marks obtained and completed in the year 2008

ACHIEVEMENTS

B. Com., Department Topper at Bharathi Women's College

AREAS OF INTEREST

To work in the organization and utilize my skills to obtain an appreciated position.

DECLARATION

I hereby declare that all the above given information is true and correct to the best of my knowledge and belief.

Place: Chennai Yours Faithfully,

Date: (SUGANYA T)