RESUME

S.MAHALAKSHMI

16/35 KUPPIAH STREET,

WEST MAMBALAM,

CHENNAI-600033.

Phone no:9600153458

Email id:mahapriyu@gmail.com

CAREER OBJECTIVE

To obtain a position that will enable me to use my strong organization skills, educational background and ability to work well with people.

ACADEMIC QUALIFICATIONS

|  |  |  |  |
| --- | --- | --- | --- |
| QUALIFICATION | INSITUTION | YEAR OF PASSING | PERCENTAGE |
| B.com(general) | Meenakshi college for women,Kodambakkam,chennai-600024 | 2012 | 70 |
| 12th (State board) | Sri Sitaram Vidyalaya Matriculaton Higher Secondary School,chennai-33 | 2009 | 89 |
| 10th(Matriculation) | Sri Sitaram Vidyalaya Matriculation Higher Secondary School, chennai-33 | 2007 | 76 |

ACADEMIC SKILLS

* COMPUTER SKILLS :Tally 09 and Ms-office.
* AREA OF INTERESTS :Income tax and Financial Accounting

EXTRA CURRICULAR ACTIVITIES

* Secured 1st Place in Kabbadi in annual sports meet,meenakshi college 2010
* Secured 2nd place in throw ball in annual sports meet.
* Secured many prizes in athletics in annual sports meet, SSRV

STRENGTHS

* HARDWORKER,SINCERE AND QUICK LEARNER ..

PERSONAL DETAILS

* Date of birth :16.10.1991
* Father’s name :Mr.Srinivasan
* Mother’s name :Mrs.Rajamani
* Nationality :Indian
* Mother tongue :Tamil
* Interests :Dancing,playing carrom board& chess
* Hobbies :Listening to music,watching tv&playing games.
* Languages known:Tamil,English.

Declaration

I hereby assure you that the above furnished details are true to the best of my knowledge.

Place: Chennai

Date: (S.MAHALAKSHMI)