**S.KALPANA,**

Plot No. 8, S2, 2nd Floor, Majestic Flats, **EMAIL ID**: kalpana12smiles@gmail.com

Pallava Garden, **CONTACT NO:** 9791163915

Old Pallavaram,

Chennai-600117.

**OBJECTIVE:**

Seeking a good position in a reputed organization where I can apply creative problem solving techniques and learn management skills to achieve optimum utilization of its resources and maximum profits.

**ACADEMIC PROFILE:**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Course** | **Board/University** | **School/college** | **Year** | **Aggregate %** |
| M.Sc (MATHEMATICS) | Madras University | Guru Nanak College, Velachery-600042 | 2018-2020 | 84% |
| B.Sc (MATHEMATICS) | Madras University | Chellamal Women’s College, Chennai-600032 | 2013-2016 | 81% |
| Higher Secondary | Tamil Nadu State Board | Prince Matriculation Higher Secondary School , Madipakkam, Chennai Dt. | 2012-2013 | 83% |
| S.S.L.C | Tamil Nadu State Board | Vyasa Vidhyalaya Matriculation Higher Secondary School , Madipakkam , Chennai Dt. | 2010-2011 | 94% |

**WORKING EXPERIENCE:**

* + - Worked as a Tele marketing executive in Just dial for five months.
    - Worked as a Customer Executive for Amazon.in at Sutherland Global Services for 2 years.

**KEY SKILLS:**

* Well versed with the required written and verbal communication skills
* Has basic knowledge about C Programming language
* Ability to grab the skills learnt and apply them according to the subjects involved

**EXTRA CURRICULAR ACTIVITIES:**

* Participated in MY FLAG MY INDIA Program.
* Actively participated in many Social Awareness Programs.
* Been as Vice Chairman of the college.
* Been as Assistant Representative in the college.
* Been as a Class Leader during school days.
* Participated in Paper Presentation in college.

**PERSONAL TRAITS:**

* Positive attitude.
* Self-motivating.
* Hard working and well disciplined.

**PERSONAL PROFILE:**

Name : S. Kalpana

Date of Birth : 12.11.1995

Gender : Female

Nationality : Indian

Marital Status : Single

Father’s name : Mr. S. Suresh Kumar

Mother’s name : Ms. S. Kumari

Languages Known : English-Speak/Read/Write

Tamil-Speak/Read/Write

Hobbies : Listening to music, Cooking, Collecting stones.

**DECLARATION:**

I hereby declare that the above given information are true to the best of my knowledge and belief and will abide by the rules and regulations of the company.

**Place:** Chennai Yours truly,

**Date:** ( S. Kalpana )