G.Jeba sheely

jebasheely@gmail.com

+91 9698067770

**OBJECTIVE:**

To secure a challenging position in a reputable organization to expand my learning, knowledge, and skills. Secure a responsible career opportunity to fully utilize my training and skills, while making a significant contribution to the success of the company.

**EXPERIENCE:**

Profile 1

Designation : Pre-primary teacher

School : Annai violet matriculation and higher secondary school, Coimbatore

Period : April 2019 – till date

Profile 2

Designation : Admin

Company : Kovilpatti Lakshmi Roller Flour Mills

Period : December 2018 – April 2020

Profile 3

Designation : Front Office Executive

Company : Kishore Foods

Period : October 2019 – November 2019

**ACADEMIC CREDENTIALS:**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **COURSE** | **INSTITUTION** | **BOARD/**  **UNIVERSITY** | **PASSED OUT** | **PERCENTAGE** |
| B.Sc.,  Chemistry | Kongunadu Arts And Science College | Autonomous | 2018 | 62% |
| Higher secondary Course | SRMV  Swami Shivanandha Higher secondary School | State Board | 2015 | 73.3% |
| 10th | Bishop Francis Matriculation School | Matriculation | 2013 | 85.4% |

**ACHIEVEMENTS:**

* B and C Certificate holder in NCC.
* Second Place in Band Competition in schooling
* Winner Certificate in volley ball Zonal level in schooling

**STRENGTH:**

Good at Communication, Confident, Quick learner, Decision making, Creating positive work environment, Bold enough to handle situations, Adaptability and Flexibility

**SKILLS:**

Computer skills ( MS Word and MS Excel)

**INTEREST:**

Reading, listening to music, exploring and learning new things.

**PRESENTATIONS/SEMINARS:**

* Participated in the National Seminar “CAREER GUIDANCE IN CHEMICAL SCIENCES & TRAINING ON YOUTH LEADERSHIP AND COMMUNITY DEVELOPMENT (TYLCD)” held on 22nd February 2017, at Kongunadu Arts & Science College.
* Attended “National Seminar cum Exhibition on Green Chemistry for Sustainable Development in India” on 7th March 2017, conducted by Kongunadu Arts and Science College sponsored by Indian Science Congress Association, Coimbatore Chapter.
* Participated in the UGC Sponsored National Level Seminar on Nano Structured Materials (NSM 2017) held at Kongunadu Arts and Science College, Coimbatore – 029 on 13 & 14 July 2017.
* Participated in the National conference on “CHALLENGES IN ELECTROCHEMICAL ENERGY STORAGE AND CONVERSION SYSTEMS BATTERY - 2017” held on 15th  and 16th December 2017, at Kongunadu Arts and Science College

**LANGUAGES PROFICIENCY:**

To Write: English, Tamil

To Speak: English, Tamil

**PERSONAL DETAIL:**

Address: : C-29, Cheran Colony

Thudiyalur

Coimbatore

Tamil Nadu

Date of birth : 15/07/1997

Nationality : Indian

**DECLARATION:**

I hereby declare that the information furnished above is true to my concern and knowledge.

Place:

Date: