Resume

SHARLEY GOSHI

D/o. BHAGYARATHNA G

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Career objectives:

To build career in a growing organization, where I can get opportunities to prove my abilities by accepting challenges, fulfilling the organizational goals, and claim the career ladder through continuous learning and commitment.

ACADEMIC QUALIFICATION:

|  |  |  |  |
| --- | --- | --- | --- |
| QUALIFICATION | UNIVERSITY & BOARD | PERCENTAGE | YEAR OF PASSING |
| Bachelor of Computer Application (BCA) | GULBARGA UNIVERSITY | 69.28% | 2014 |
| PUC | DEPARTMENT IF PER- UNIVERSITY  EDUCATION BANGALORE | 44.30% | 2011 |
| SSLC | K.S.E.E. B | 64.00% | 2005 |

ADD ON COURSES

* Diploma in computer Teaching at ECIL for 6 months.

SKILLS:

* Hardworking sincerity and Honesty
* Active Listening
* Communication
* Leadership Qualities
* Management Skills
* Time Management
* Willingness to learn new things

Professional Experience:

* Worked as a Medical Transcriptionist at RDC (Raichur Diagnostic Center) for 5 years.
* Working as a Medical Transcriptionist at Clarity Diagnostic Since 2 years.

Personal Details:

Father’s Name: Bhagyarathna Goshi

Mother’s Name: Irene B

DOB: 25/11/1989

Gender: Female

Marital status: Unmarried

Languages Known: English, Kannada, Hindi & Telugu.

Hobbies: Reading Books, Listening music & beauty hobbies.

Address: H.No – 1-3-343, Vijayanagar layout, MPCL Colony, Ashapur Road, Raichur – 584101.

I hereby request you to give me an opportunity to serve your esteemed organization in the capacity mentioned above for which act of kindness I shall be grateful to you.

Yours faithfully

(Sharley Goshi)

Place:

Date: