







ROHINI THORAS

Receptionist

My exceptional communication skills, warm demeanor, and meticulous organizational abilities converge to elevate the office environment and enrich the visitor experience. My commitment to professionalism, coupled with a genuine enthusiasm for assisting others, contributing to its success and reputation for excellence.

CONTACT

-  9820119815
-  rohinithoras11@gmail.com
-  Mumbai
-  6th September 1974

EDUCATION

- **Bachelors of Commerce**
- Completed SYBCOM from Hinduja College of Commerce .
- **Higher Secondary Certificate**
- Completed HSC in commerce from Hinduja College of Commerce with 65%.
- **Secondary School Certificate**
- Completed SSC from St. Columba High School with 65%

HOBBIES

- Art and Craft
- Music
- Reading
- Dancing

COURSES

1. Early Child Care and Education Diploma Program.

Completed ECCED Course from Vidhyanidhi Education Society and secured 61%.

2. Program in phonics.

Completed Phonics Teacher Training with GOOD performance from Vidhyanidhi Education Society.

3. Computer Course

Completed Computer Course from Keerti Institute.

WORK EXPERIENCE

• Internship and Skill Training

Successfully completed Internship in Vidhya Nidhi Education Society Divineland Pre Primary School as a part of practical training for the Diploma Programme in ECCED.

SKILLS

- Excellent communication and interpersonal skills.
- Strong organizational abilities.
- Ability to multitask and prioritize tasks effectively.
- Friendly and professional demeanor.