

Vinothini K

Chennai, Tamil Nadu

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8124379540

Work Experience

Receptionist

Gulshan Medicare center - Chennai, Tamil Nadu

October 2018 to September 2019

Education

Bachelor's in Corporate secretariship

Apollo arts and science - Chennai, Tamil Nadu

June 2015 to April 2018

Skills / IT Skills

- Microsoft office, tally
- Microsoft Word
- Communication skills
- English
- Customer service
- Microsoft Excel