

Chetan Kiran N
Kolar District Mulbagal Taluk Avani Village, Karnataka, India
8892813127
chetanchintu43@gmail.com

Mar 26, 2019

Dear Sir,

Thank you for taking the time to review my resume. I am interested in the Coordinator position advertised on ABC. My resume is enclosed for your assessment. Given my related experience and excellent capabilities, I would appreciate your consideration for this job opening. My skills are an ideal match for this position.

My Qualifications:

- *Register students for courses, design and manage program software, solve customer problems, enforce department policies, and serve as a contact for students, faculty, and staff.
- *Hiring, training, scheduling and management of staff, managing supply inventory, and ordering.
- *Extensive experience in collegiate programming and management.
- *Excellent interpersonal and communication skills.

I hope you will find that I am qualified for the position you are trying to fill. Please let me know, If I can provide you with any further information on my background and qualifications. I appreciate your taking the time to review my credentials and experience. Again, thank you for your consideration.

Sincerely,



Chetan Kiran N

Chetan Kiran N

Kolar District Mulbagal Taluk Avani Village, Karnataka, India 10/Apr/1996
8892813127 chetanchintu43@gmail.com

Education

Board Of Technical Education

2012 - 2016 | Diploma

Experience

D.Devaraj Urs Backward Classes Development Corporation And Dr.B.R.Ambedkar Development Corporation Limited Kolar

2017 - 2019 | Ganga Kalyna Scheme Case Worker

Projects

2012 - 2016 |

Skills

Microsoft word AutoCAD basic computer knowledge

Interest

Music, Travelling, bike riding

Languages

English, kannada, Telugu, Tamil, hindhi

Social Profile

Facebook:

facebook.com

Twitter:

twitter.com

A handwritten signature in black ink, appearing to read "Chetan L N". The signature is fluid and cursive, with the first name "Chetan" written in a larger, more prominent script than the initials "L N".

Chetan Kiran N