

Suma Sankuri

Mobile No: +919206939407

E-Mail:Suma199606@gmail.com

PROFESSIONAL SUMMARY

- 2 Years for 4 months experience in International Non-Voice Process
- Good knowledge and experience in Swiggy and Wishabi
- Experience in Excel
- Possess good verbal and written communication skills

SKILLS SET

- MS office(Word and Excel)
- C, C++, Java

WORK EXPERIENCE

- Worked at Invensis Technologies Pvt Ltd as a Process Executive and Coordinator since July 2016 to December 2018.
- **Job Profile:** Process coordinator, and have been doing QC and issuing records and clarifying queries etc.

PROJECTS

- **Project 1:Swiggy**
 - **Type:**Data Entry
 - **Client:**Swiggy
 - **Description:**Swiggy provides on-demand food delivery platform designed to provide food from neighborhood restaurants to the people. The Company's platform utilizes a smartphone application that has local restaurants and their online ordering menu listed, from which it provides delivery using a fleet of personnel, enabling people to order food at their convenient places.
 - **Responsibilities:** Project Coordinator
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- **Project 2:Wishabi**
 - **Type:**Online Entry
 - **Description:**Flipp is Wishabi's consumer digital circular app that aggregates retail flyers from local stores helping consumers find sales in their community and plan their

shopping trips. Wishabi was founded in 2007 with offices in Toronto and New York. For more information, visit www.wishabi.com.

- **Client:Flipp**

ACHIEVEMENTS

- Maintain punctuality at work.
- Got appreciation from Project manager of Swiggy for good work.

STRENGTHS

- Hard working nature.
- Quick Learner.

HOBBIES & INTERESTS

- Listening Music, Cooking, Collecting coins

ACADEMICS

- BSc from SV University in 2016 with an aggregate of 81%
- Intermediate from Vijetha Jr College, Chittoor in 2013 with an aggregate of 70%
- SSC from ZPH School, Aragonda in 2011 with an aggregate of 83%

PERSONAL DETAILS

Name	: S. Suma
Father Name	: S. Naghabushanam
Date of Birth	: 08-06-1996
Languages	: Telugu, English, and Kannada.
Address	: # 2-14-1 : Kattakindapalli (V &P), Thavanampalli (M), Chittoor (D), Andhra Pradesh-517129

DECLARATION

I hereby declare that the information furnished above is true to the best of my knowledge and belief. I tried my level best to reach your expectations. I would always be keen to work for the organization.

(SUMA SANKURI)