

## **CURRICULUM VITAE**

G. MAHALAKSHMI

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#3789, 20<sup>th</sup> main, 7<sup>th</sup> cross,

Mobile No: 9500488207

Vijayanagar 2<sup>nd</sup> stage,

Mysore – 570 017,

Karnataka.

### **CAREER OBJECTIVE**

To carry out responsibilities at a given designation with sincerity using acquired skill sets, strengths and Education.

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### **WORK EXPERIENCE**

- I. Name of the Organization : Tata Consultancy Services
- Position : BPO – Non-voice (Medical billing)
- Period : 8 Months (March 2013 to October 2013)
- II. Name of the Company : TRICHY PADALUR TOLLWAYS PVT LTD (UEM Groups, Malaysia)
- Project : Four way lanning project in Tamilnadu (Padalur to Trichy NH-45)
- Designation : Admin Assistant
- Period : 1.5 year (Dec 2014 to May 2016)

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### **EDUCATIONAL QUALIFICATION**

LEVEL	NAME OF INSTITUTION	PERCENTAGE	PERIOD
B.Com	Cauvery College for Women, Trichy	73%	2009-2012
Higher secondary	Vivekananda Higher Secondary School, Trichy	61.4%	2008 - 2009
SSLC	Savithri vidhya sala hindu girls high School, Trichy	62.5 %	2006-2007

## PERSONAL DETAILS

Fathers Name : Mr. Ganapathy

Address : 1/43, Ammangudi agharam,  
Andhanallur-Post, Jeeyapuram,  
Trichy - 639101.

Marital Status : Married residing with Husband in Mysore

Nationality : Indian

Languages Known: Tamil & English

Hobbies : Listening Music

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## DECLARATION

I hereby declare that the details furnished above are true and correct to the best of my knowledge.

DATE : 14.08.2020

Yours truly,

PLACE : Mysore

(G. MAHALAKSHMI)