

# RESUME

**Address:**

Kalai Selvi B,  
H3, 83 Balan Nagar,  
Ganapathypudur,  
Coimbatore - 641006

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**Career objective:**

To obtain a challenging position in a dynamic organization and be an integral part of growth oriented company. Rather than a job, a suitable career is what I aspire for. Some of my inherent characteristics being hardworking, dedicated, strong level of commitment combined with ability to work in a team and quick adjustment to the new situations and work.

**Career plan:**

To join an organization, which is employee oriented and where an individual grows with the company and has ample scope of learning.

**Academic chronicle:**

- B.Sc. (Chemistry) 2009- 2012 in P.S.G. College of Arts and Science at Coimbatore.
- HSC in R.K.S. Hr. Sec. School at Coimbatore.
- SSLC in Sabarban Hr. Sec. School at Coimbatore.

**Work Experience:**

- Customer Care Executive at Igreens Marketing Services in Thudiyalur, Coimbatore (June 2012 to Apr 2013).
- Chat Support Executive Agent at 24/7 Customer Care in Bangalore (June 2013 to Feb 2014).
- Customer Care Service Agent at Velan Info Services (June 2014 to Feb 2015).
- Process Associate at Visionetsystem, Title Park (Oct 2015 to Till Date).

**Points leading me towards success:**

Positive attitude, commitment towards work, confidence, interpersonal communication skills and enthusiasm to learn

**Linguistic Abilities:**

- English & Tamil: To Read, write and speak.

**Soft skills:**

C++, PGDCA, Microsoft office.

**Hobbies:**

Reading books, collecting coin's & Pets.

**PERSONAL PROFILE:**

**Name** : Kalai selvi. B  
**Father's Name** : Balasubramaniam. P  
**Date of birth** : 26.04.1992  
**Gender** : Female  
**Marital status** : Single  
**Nationality** : Indian

**DECLARATION:**

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

Place: Coimbatore  
Date: 31/08/2016

Kalai Selvi B