



**DEVIKA.M**

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### **OBJECTIVE:**

- To enhance my educational and professional skills in a stable and dynamic workplace.
- To solve problems in a creative and effective manner in a challenging position.

### **ACADEMIC RECORD:**

<b>Course</b>	<b>Name of the Institution</b>	<b>Board / University</b>	<b>Passing Year</b>	<b>Percentage</b>
M.COM	PCAS COLLEGE OF ARTS AND SCIENCE, Pollachi.	Bharathiyan University	<b>2025</b>	<b>64%</b>
B.COM PA	PCAS COLLEGE OF ARTS AND SCIENCE, Pollachi.	Bharathiyan University	<b>2023</b>	<b>65%</b>
HSC	V.R.T Govt Girls.H.S School, Anaimalai.	State Board	<b>2019</b>	<b>65%</b>
SSLC	V.R.T Govt Girls.H.S School, Anaimalai.	State Board	<b>2017</b>	<b>56%</b>

## **STRENGTHS:**

- Good co-ordination with the team member
- Comprehensive problem solving abilities
- Very dedicated and result oriented approach

## **TECHNICAL SKILLS:**

- MS Office
- EXCEL Basic
- MS Powerpoint Basic
- Microsoft office products
- Type Writing (English Lower)

## **PROJECTS AND INTERNSHIP:**

- 15 DAYS INTERNSHIP TRAINING IN SS & CO AUDITORS
- HINDU NEWS PAPER SATISFACTION
- CHARACTERISTIC OF PACKAGED DRINKING WATER

## **PERSONAL DETAILS:**

Date of Birth : 13.03.2003  
Gender : Female  
Marital Status : Single  
Nationality : Indian

## **LANGUAGES KNOWN :**

Read, Write & Speak : Tamil  
Read, Write & Speak : English

## **DECLARATION:**

I hereby declare that the above statement is true and complete to the best of my knowledge and belief.

Place :

Date :

(M.DEVIKA)