

# SANGEETHA

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## OBJECTIVE

Secure a responsible career opportunity to fully utilize my training skills, while making a significant contribution to the success of the company.

## Professional Summary

Junior Web development professional with 3 years and 5 months of work experience. Strong hands-on experience in HTML and CSS with a focus on responsive template development and UI implementation. Worked on real-time production projects. Experienced in email communication, deadline tracking, task assignment, and team coordination. Seeking an opportunity to contribute to frontend development and support activities while continuing to grow technical skills.

## Professional Experience

### 1. D-apps. kumbashi, Kundapura. (July 2022- Nov 2025)

#### Junior Web Developer

D-apps kumbashi , Kundapura. | July 2022- Nov 2025

#### Key Responsibilities:

- Developed and maintained HTML & CSS templates for digital banking and organizational platforms.
- Identify and resolve bugs or issues in HTML/CSS code, enhancing overall template stability.
- Work on the integration of secure digital signature functionalities within templates to facilitate online document verification and compliance.
- Handled client and internal email communication for requirement clarification and status updates
- Tracked project deadlines, followed up on pending tasks, and ensured timely delivery
- Assigned tasks to team members based on project requirements and workload
- Coordinated with internal teams to maintain quality standards and meet delivery timelines

## Skills and Technologies

### Technical Skills:

- HTML
- CSS
- Bootstrap
- JavaScript
- WordPress
- Microsoft Word, Excel, PowerPoint

### Professional Skills:

- Email & Client Communication.
- Task Assignment & Follow-up
- Deadline Tracking & Time Management.
- Quality Review & Attention to Detail
- Team Coordination

## Education and Qualification

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|---|--------|
| • Bhandarkars' Arts and Science College, Kundapura (Mangalore University)   <b>BCA</b> - 91.26% | - 2020 |
| • Govt. PU College Kundapura- Pre University   <b>CEBA</b> - 86.50%                             | - 2017 |
| • M.B.Pai Govt High School Gujjadi   <b>SSLC</b> - 88.80%                                       | - 2015 |