**RESUME**

**A.VIJAYALAKSHMI Mobile No:** 7092191001

NO.5 Bhagavath sing street**, Email**: vgnagarajan12@gmail.com

Bhuvaneshwari Amman nagar,

Thailavaram. – 603 203

**CAREER OBJECTIVE**

My Career Objective to obtain a challenging position suitable to my skills, to help the organization to expend further and to help myself grow further professionally, technically and financially.

**EDUCATIONAL INSTITUTION**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **COURSE** | **INSTITUTION** | **STATE BOARD /UNIVERSITY** | **YEAR OF PASSING** | **PERCENTAGE** |
| B.Com (General) | Vidhya sagar women’s college | Madras university | 2017 | 70% |
| HSC | Govt.Girls.Hr.Sec.school | State Board | 2014 | 65% |
| SSLC | Govt.Girls.Hr.Sec.school | State Board | 2012 | 75% |

**TECHNICAL SKILLS**

* Ms- office(Word,Excel,Powerpoint) & Internet
* Typewriting
* Tally

**CO-CURRICULAR ACTIVITIES**

* Mehndi
* Drawings

**PERSONAL PROFILE**

Date of birth : 12.05.1997

Age : 20

Gender : Female

Nationality : Indian

Religion : Hindu

Marital status : Single

Father’s Name : P.Arumugam (Late)

Mother’s Name : A.Rani

Language known : Tamil & English

Hobbies : Hearing music & Singing song

**DECLARATION**

I hereby declared that all statements made in this resume are true, complete and correct to the best of my knowledge and belief.

PLACE: Signature

DATE : (A.VIJAYALAKSHMI)