

Suhas Gowda T S

Mechanical engineer graduate enthusiastic about a career in IT. Looking to kickstart my IT career in an organization that can help me realize my potential and grow. I am willing to explore opportunities and contribute to further the organization's goals

Expert Skills

HTML5, CSS & Bootstrap

JavaScript & React JS

Mongo DB & Node JS

Contact



8660143850

Thumbenahalli, Ramanagara, 562159

Education History

GHOUSIA COLLEGE OF ENGINEERING

- Visvesvaraya Technological University
- Bachelor of Mechanical Engineering, 2019

CAMBRIDGE PU COLLEGE OF SCIENCE

- Karnataka State Board
- Year of 12th complition, 2015

NEW MILLENNIUM ENGLISH HIGH SCHOOL

- Karnataka State Board
- Year of 10th complition, 2013

Work Experience

- GET in JBM Oghira Automotive India Ltd 2020-2021
- Played a major role in both Project Management Team And Quality Engineering Team in development of product

Courses

- Completed Full Stack developer course in Guvi(Zen Class)
- Trained **MERN** stack developer

Projects

- Generation of Electricity BY using vertical axis maglev windmill turbine
- Done small assessment in Guvi class

To whom it may concern,

Memos are documents for communicating with people within businesses and offices. They often contain short messages and announcements, formatted according to a certain style that the company has determined. If you're writing your own, it's best to remember the purpose of your memo.

Like letters, there are plenty of reasons behind writing a memo. They can be used to deliver information, make a request, respond to questions, propose solutions to problems, or present brief reports. Memos often begin with a set number of text fields to identify the recipient's and sender's names, the date, and the subject. As with most letters, their contents follow a simple three-part format: introduction, body, and conclusion. You can start by telling your recipient why you're writing them a memo, then continue filling the next few paragraphs with your main thoughts. Summarize them, if needed, by the end of your message.

As for the memo's look, make sure the text is clear and easy to read. However, you can include your logo, company name, and a few relevant photos. Another idea is to use your brand colors to create a memo that aligns with your overall mission. Lastly, finalize your template so that it's ready to use anytime.

Taylor Alonso

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