*Name : KOKONDA KALYANI*

Mobile no : 6302104595

Email id : kokondakalyani@gmail.com

Place : Hyderabad

**CAREER OBJECTIVES:**

* *To obtain a challenging and responsible position in a professional organization where can*

Contribute my best for the successful growth of an organization by utilize my skill and hard also I will put efforts put my efforts up my professional and personal life.

**ACADEMIC QUALIFICATION:**

|  |  |  |  |
| --- | --- | --- | --- |
| *Education* | Institution | *Year* | *Percentage* |
| *B.Com Computers Applications* | *Geethanjali women’sDegree College, Habsiguda* | *2019-2022* | *89%* |
| *Intermediate C.E.C* | *ST.AnnsJunior College for girls*  *Tarnaka* | 2017-2019 | *59%* |
| *SSC* | *Frobles Garden High School, Malkajigiri* | *2017* | *68%* |
| **MBA** | **Suprabhath Institute for Management & Computer Studies** | **2024** | **Pursing** |

**COMPUTER SKILLS:**

* *MS OFFICE*
* *Good Communication skills (both written and oral)*
* *Knowledge in MS Excel*

**STRENGTHS:**

* *Hard Work*
* *Self – motivated*
* *Time management*

**Personal Information:**

*Name : K.kalyani*

*Father’s Name : K. Narshima*

*Date of Birth : 07-10-2001*

*Languages known : English and Hindi ,Telugu*

*Gender : Female*

**Declaration:**

*I hereby affirm that all the above -furnished details are true to the best of my belief and knowledge.*

*Place : Hyderabad*

*Date :* **KALYANI.K**