

ILAVARASAN .R

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OBJECTIVE

To work in a challenging environment where I can prove to be a valuable asset to the organization and its profitability.

EDUCATION

- **CERTIFICATE COURSE OF FRENCH LANGUAGE** January'2018
IGNOU, State Center of Odisha
- **MASTER OF ARTS (ENGLISH)** July'2018
Annamalai University, Chidambaram
- **BACHELOR OF ARTS (ENGLISH)** May'2016
Annamalai University, Chidambaram
- **DIPLOMA IN TEACHER EDUCATION** April'2011
Don Bosco Teacher Training Institute, Thamanangudi
- **HIGHER SECONDARY EDUCATION** March'2008
St Mary's Higher Secondary School, Karaikal

PROFESSIONAL EXPERIENCE

- **SRI VIKNESWARA HIGH SCHOOL,** Oct'2018-present
SETHUR, KARAİKAL
- **ATHENA GLOBAL SCHOOL, (IGCSE CAMPUS)** July'2015-April'2017
THUNISIRAMEDU, CHIDAMBARAM
- **MOUNT CARMEL ENGLISH HIGH SCHOOL,** Aug'2011-April'2015
SELLUR, KARAİKAL

SUPPORTING EXPERIENCE

- **VINAYAKA MISSION'S MEDICAL COLLEGE & HOSPITAL,** May-Sept'2018
KARAİKAL
 - **Junior Accounts Assistant**
 - ✓ Supporting office scheduling and assisted with management of staff itineraries.
 - ✓ Activity responded to phone and email inquiries from students, parents, faculty and staff.
 - ✓ Managed office database using Excel & word.

PROFICIENCY

- ✓ ADOBE - Photoshop, illustrator, acrobat
- ✓ MICROSOFT - Excel, Publisher, Word, Access
- ✓ SOCIAL NETWORKS & SOFTWARE'S PROBLEMS

AWARDS & HONORS

- TEACHER OF THE MONTH FEBRUARY'2016
- ACADEMIC EXCELLENT AWARD'S ACADEMIC YEAR'2014-15

PERSONAL PROFILE

- NAME : ILAVARASAN .R
- FATHER'S NAME : RAJ. A
- DATE OF BIRTH : 16TH AUGUST 1991
- SEX : MALE
- NATIONALITY : INDIAN
- RELIGION : CHRISTIAN (ROMAN CATHOLIC)
- MARITAL STATUS : UNMARRIED

LANGUAGE PROFICIENCY

- TAMIL - NATIVE.
- ENGLISH - INTERMEDIATE - COMPREHENSION AND ORAL.
- FRENCH - INTERMEDIATE AND ORAL.
- SANSKRIT - BEGINNER. (LATHIKA – MAR'17)

DECLARATION

I hereby declare that the above information are to the best of my knowledge and belief.

YOURS SINCERELY,
ilavarasan . R