1. **RESUME**

**G.R.NIVEDHAA,**

**D/O, G.RAMACHANDRAN, PH.NO: 7094516829**

**NO-13, 14, SAPPANIKOVIL LANE,**

**SOUTHVELI STREET,**

**MADURAI-1**

[**Email ID:niviraniv@gmail.com**](mailto:niviraniv@gmail.com)

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| **PROFESSIONAL OBJECTIVE** |

To be associated with an organization that provides me an opportunity to show my skills improve my knowledge with latest trends and to be a part of the team that works dynamically towards the growth of the organization.

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| **ACADEMIC RECORD** |

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| **Class/Course** | **Institution/ School/Medium** | **Board/University of study** | **Year of Passing** | **Marks%** |
| **MCA** | E.M.G Yadava Women’s College | Madurai Kamaraj University | 2015 | 77 |
| **B.SC(cs)** | N.M.S.Sermathai  Vasan Women’s  College | Madurai Kamaraj University | 2012 | 76 |
| **HSC** | Avvai Girl’s Higher Secondary School(English) | State Board, Tamil Nadu. | 2010 | 71 |
| **SSLC** | Avvai Girl’s Higher Secondary School(English) | State Board, Tamil Nadu. | 2008 | 74 |

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| **Experience** |

* I**T Admin at Urban Rural Development(Financial Solutions)-From (Oct 2020 – Apr 2020)**

**Responsibility**: To create a new account Membership login and to create the our products related info into the systematic file managed then handle to the files & record. To manage the website.To promote the products in social media.

* **Admin manager at Kes-**From (Oct 2019) to (mar 2020).

**Responsibility:** HR & Admin Role to manage the office staff s ,files & Records in excel, organizing Meeting, Recruit candidates ,supervising the factory staff and also cash handling i.e salary process, To Handle the sales team.

* **System Admin at Laserpoint-**From(Jan 2019)to(Aug 2019).

**Responsibility:** It’s a Office Admin Role that is whole process of company management to manage files & records in excel, software install ,To promote the products in social media, Basic Accounts & website Maintenance to update the products then to attend customers enquiry calls.

* **HTML & XML Programmer** **at Trinity**-From (mar 2018) to (Nov 2018).

**Responsibility:** It’s a web designing Role to create a page design through the coding like this Html, Css.

* **Database Admin at Imart** -From (feb 2017) to (mar 2018).

**Responsibility:** It’s a Website Maintenance Role to manage the own software in admin panel like this related to just dial sites. To update the products, company details. To add the google url,To Replying the customers Enquiry from sites & contact to phones calls also.

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| **COMPUTER PROFICIENCY** |

* Programming Language : C, C++,Java, .Net, PHP.
* Web Technology : HTML, CSS.
* Scripting Language : JavaScript.
* Database : MYSQL.
* Platforms : Windows 7,8,10.
* Packages : MS-Office.

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| **CERTIFIED COURSE COMPLETED** |

* PHP.
* DCA.
* DGT(Gandhian Thought).

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| **ACADAMIC PROJECT** |

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| |  |  | | --- | --- | | **Mini project Title :** | AN EXTENSIBLE FRAMEWORK FOR  INTERNET BOOKING APPLICATION  BASED ON RULE ENGINE | | **Software Used :**  **Languages & Technologies :** | ASP.NET  c# and MYSQL | | **Main project Title**  **:** | EFFICIENT PREDICTION OF DIFFICULT  KEYWORD QUERIES OVER DATABASE | | **Software Used :**  **Languages &Technologies :** | ASP.NET  c# and MYSQL | | **STRENGTHS** | | |

* Good listener and Fast learner.
* Self motivated to learn new technologies and work hard.
* Leadership qualities and carry a strong.
* Working with Team and communicating knowledge.

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| **EXTRA-CURRICULAR ACTIVITIES** |

* Won the first price in proficiency of computer Application in during college Academic year 2015.
* Participated in Vivekanandar Youth Competition.
* I was attend the NSS Camp in College level.
* Won the prices in Thirukural competition.
* Won the Prices in Dance.
* Won the prices in drawing competition.

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| **HOBBIES** |

* Surfing for internet.
* Dance.
* Hand working.
* Drawing.

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| **PERSONAL DETAILS** |

**Name** : G.R.Nivedhaa

**Father’s name** : G.Ramachandran

**Mother’s name** : R.Gangadevi

**Date of Birth** : 13.6.1992

**Gender** : Female

**Language Known** :Tamil, English

**Nationality** :Indian

**Religion** :Hindu

**Marital Status** :Single

**Permanent Address** : No-13,14, Sappanikovil Lane,

Southveli street,

Madurai-625001.

I hereby declare that the given above information is true to the best of my knowledge.

Place: Madurai. Yours Sincerely,

Date: G.R.NIVEDHAA