**RESUME**

**S.SELVALAKSHMI**

NO.56,Bharathi nagar

Bharathi Street,Guindy Chennai-600032

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Contact .No:8124611600

**PROFESSIONAL OBJECTIVE**

To join an institution that will recognize and utilize my skills fully and offer me a position requiring innovative and creative ideas where continous growth and learning are way of life.

**EDUCATIONAL QUALIFICATIONS**

* **UNDER- GRADUATE: B.Com. (ACCOUNTING & FINANCE)**
* **POST GRADUATE: MBA(Marketing Management)**

**ACADEMIC RECORD**

|  |  |  |  |
| --- | --- | --- | --- |
| Course | Institution | Year of completion | % of  Marks |
| **MBA** | Madras University | 2016 | 65% |
| **B.COM** | Shri Shankarlal Sundarbai Shasun Jain College For Women. | 2014 | 60% |
| **XII** | Jaigopal Garodia Girls Hr.Sec.School | 2011 | 64% |
| **X** | Bharathi Vidhya Mandir Hr.Sec.School | 2009 | 62% |

**TECHNICAL SKILLS**

* Software’s Known:

MS Word, XL, Tally, Internet, Power point

* DCA(Diploma In Computer Application)
* Data Entry

**HOBBIES**

* Finding New Different words from dictionary
* Listening Music.
* Reading Epic Books
* Riding long drive

**PERSONAL DETAILS**

* + - * **Name**  **:** S. SELVA LAKSHMI.
      * **Date of Birth**  **:** 22nd April 1994
      * **Father’s Name :** S. Selvam
      * **Mother’s Name :** S. Shanthi
      * **Mother Tongue :** Tamil
      * **Languages known :** Tamil, English.
      * **Marital Status** **:**  Married.

I, S. Selva Lakshmi.**,** do hereby confirm that the information provided

above is true to the best of my knowledge.

**SIGNATURE,**

**(S.SELVA LAKSHMI)**