**MATHUKUMALLI JAYASRI SRAVANI**

Mobile:7287859138

E-mail: [jayasrisravani@gmail.com](mailto:jayasrisravani@gmail.com)

# Career Objective

I would like to work in an entry level position where I can enhance my skills and contribute to the growth of the organization and to reach to a responsible position within a short period by putting in all my efforts.

# Academic Qualifications

# Pursuing MBA in Aurora’s PG college.

# B. Com with an aggregate of 72%.

# Intermediate with an aggregate of 84%.

# SSC with an aggregate of 8.3 GPA.

# COMPUTER EXPERTISE

* Sound Knowledge of Ms-Word, Excel and PowerPoint
* Well experienced in using internet
* Able to learn new software applications
* Experienced In Tally

# Personal Skills

* Good communication and inter-personal skills.
* Receptive to new ideas and fast learner.
* Ability to work hard relentlessly and meet stiff deadlines.
* Positive attitude with a target-oriented approach.
* Capability of working as a team leader.

# Personal Details

Name (in full) :MATHUKUMALLI JAYASRI SRAVANI

Date of Birth : 06-03-1997

Sex :FEMALE

Nationality :Indian

Linguistic Ability :Telugu , english, Hindi Address for Correspondence: H-No: 20-105 ,

Gandhinagar Devarakonda(M), Nalgonda(Dist)

# Declaration

I hereby declare that the above-mentioned information is correct to the best of my knowledge and I bear the responsibility for the correctness of the above-mentioned particulars.

Date :13-04-2019

Place : Hyderabad

MATHUKUIMALLI JAYASRI SRAVANI