

RESUME

VARSHINI S,
D/O Subramani,
Near Sai Baba temple,
Bhagya laxmi colony,
Quthbulapur.

Email: varshuv16@gmail.com
Mob No. : +91 9620560162

CAREER OBJECTIVE:

To provide the organization with the best of my talent and skills, with which I can help the organization by handling the problems in an efficient manner. To developed a positive attitude with fellow associates and be a continuous learner. Give equal importance to personal as well organization goals

EDUCATIONAL PROFILE:

Course	Board/Institution	Passing Year	Per
SSLC	KSEEB	2015	67%
PUC	Dept Of Pre-Education	2017	68%
B. com	Pursuing	2020	

Professional Strengths:

- *Thorough knowledge of Accounting*
- *Good Knowledge on Tally ERP-9*
- *Knowledge on Microsoft word, Excel and PowerPoint*
- *Goal oriented and ready to take initiatives*
- *Strong analytical, problem solving, organizational ability*
- *Written and communication skills*
- *Ability to deal with people diplomatically*
- *Willingness to learn*

Technical Training and Certifications:

1. Basics of computers
2. Tally ERP-9 and Basic of GST
3. Kannada and English Typing

Hobbies

- Reading Books
- Reading Newspaper
- Singing
- Cooking

Strengths:

- Positive Attitude
- Fast Learning
- Team work
- Smart worker

PERSONAL DETAILS:

Name	:	VARSHINI S
Father's Name	:	SUBRAMANI
Mother Name	:	NAGAVENI K M
Date of Birth	:	21-12-1999
Address	:	near Sai Baba temple, bhagyalaxmi colony quthbulapur, Hyderabad
Nationality	:	Indian
Gender	:	Female
Marital Status	:	married
Writing Languages :		Kannada & English
Languages Known :		Kannada, English, Telugu, Tamil

DECLARATION:

I hereby confirm that the above information furnished by me is true to the best of my Knowledge and belief.

Thanking you,

Your's Faithfully

RESUME

(Varshini S)