

RESUME

K.V.Padmaja

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opp J M J high school

Pudimadaka road

Anakapalle.

OBJECTIVE

To secure a position with a stable and profitable organization, where I can be a member of a team and utilize my business experience to the fullest.

ACADEMIC DETAILS

Degree/Course	Institution	Year of Passing	Percentage / Grade
M Sc (Botany)	Dr Ambedkar open university	2022	66%
MBA (Hr/Marketing)	Jawaharlal Nehru Technological University	2014	67%
B.Sc (Botany,Biotechnology,Chemistry)	Mrs A.V.N college	2008	67%
Intermediate	Board of Intermediate Education	2005	66%
SSC	Board of Secondary Education	2003	68%

WORK EXPERIENCE

Organization	Designation	Duration
Shanti Talent School	Teacher	Aug 2021 - till date
Dr V.S.Krishna Govt Degree college	Data Entry operator	Jan 2018 - Apr 2021
Muthoot Fincorp	Customer Executive	Dec 2014 - Apr 2018

Roles

- Teaching English and Science (3rd to 6th) computers (5th-9th class)
- Maintaining database
- providing gold loans key Handling

SKILLS

- Ms-Office
- Internet browsing
- Good email writing
- Good communication skills

STRENGTH

- Hardworking
- Interest to learn new things
- Honesty

DECLARATION

I hereby declare that all the details furnished above are true to the best of my knowledge and belief.

K. V. Padmaja

(K.V.Padmaja)