

RESUME

K. ARCHANA

MOBILE NO :8940619155

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CAREER OBJECTIVES

Seeking a challenging career to utilize the skills I possess in an effective manner for the growth of the industry which will benefit the society at large.

ACADEMIC QUALIFICATION

| Qualification | Institution | Year of Completion | Percentage |
|------------------------|--|--------------------|------------|
| B.Sc(Computer Science) | TMG College of Arts and Science,Manimangalam | 2013-2016 | 63% |
| HSC | Chennai Girls Higher Secondary School,Saidapet | 2012-2013 | 53% |
| SSLC | Chennai Girls Higher Secondary School,Saidapet | 2010-2011 | 75% |

EXTRA SKILLS

- HDCA (A) GRADE
- TYPE WRITING ENGLISH (LOWER)

EXPERIENCE

- BPO (Voice Process) Tamil, National (RBSS) Relational Business Service Solution for 2019-2020(6 Months)
- Lab Technician (Computer Sciences Lab) Sri SaiRam Engineering College (2 Years)

PERSONAL DETAILS:

NAME : K.ARCHANA
HUSBAND NAME : K . KAMALANATHAN
DOB : 14-06-1996
GENDER : FEMALE
MARTIAL STATUS : MARRIED
NATIONALITY : INDIAN
REGION : HINDU
ADDRESS : NO:1/382,Buddhar ST, Ramji Nagar,
Naduveerapattu,Chennai-600069
Languages Known : Tamil, English
SKILL : Excel , Word

DECLARATION:

I hereby declare that all the information provided above are true to my knowledge and belief

Place : Chennai

Yours Faithfully

Date :

(K.Archana)