RESUME

B.MALAVIKA H.no 4-5-81\A inside lala temple

MOBILE .NO 9963887563 pan bazar, Secunderabad

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***CAREER OBJECTIVE***

 Aiming to be associated with a progressive organization that gives me the scope to update knowledge and skills in accordance with latest trends and be part of a team that dynamically work towards the growth of the organization.

***EDUCATIONAL QUALIFICATIONS***

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| --- | --- | --- | --- |
| QUALIFICATIONS | NAME OF THE INSTITUTION | YEAR OF PASSING | PERCENTAGE |
|  Master’s of Business Administration | ST .Pious X Degree and PG College ,Habsiguda | 2018-pursuing |  |
| Bachelor of Commerce | Government Degree College For Women,Begumpet | 2018 | 72 |
| Intermediate (C.E.C) | Maharishi Veda VigyanaMahavidhyalaya ,Begumpet | 2015 | 6.27 |
| S.S.C | ST.Anthony’s Girls High School ,Secunderabad | 2013 | 6.5 |

***ACADEMIC PROJECT***

|  |  |  |  |
| --- | --- | --- | --- |
| TITLE | DESCRIPTION | TECHNOLOGIES USED | ROLE |
| GLOBAL ENTERPRENEURSHIP SUMMIT 2017 | Detailed information about the summit | Based on primary and secondary data | Team Leader |

***TECHNICAL SKILLS***

* Basic computer knowledge
* Ms power point, Ms word ,Ms excel
* Tally ERP 9

***CO- CURRICULAR ACTIVITIES***

* Elected as a college union executive member for two years
* Selected as assistant mentor at innovivi center of excellence for its boot camp
* Lead the consumer club of the college for two years
* Attended boot camp at Microsoft campus for organized by Girls in tech
* Volunteered Rooman Technologies for its job mela
* Completed two levels of German Language at Rama Krishna math
* Attended a Seminar on Role of Youth in National Integration organized by NSS

***PERSONAL STRENGHTS***

* Good communication skills
* Ability to convince people
* Good and fast learner

***PERSONAL INFORMATION***

NAME : B.Malavika

FATHER’S NAME; B. Vikram Venkata Ramana

DATE OF BIRTH; 11-O3-1998

NATIONALITY; INDIAN

LANGUAGES KNOWN; German, English, Hindi, Telugu, Marathi

HOBBIES; Painting Diyas, Paper Craft, Dancing, Swimming

I hereby declare that the above mentioned information is true to the best of my knowledge

Place: Secunderabad B.MALAVIKA