

RESUME

**S SUCHITRA,
MOULALI,
HYDERABAD,
INDIA.**

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OBJECTIVE:

To work in highly disciplined organization and dynamic environment, where I can find maximum opportunities to implement my talent and bring out the best in me to realize the vision of the organization with at most dedication and devotion.

QUALIFICATION:

- Master of Business Administration (MBA FINANCE) Holy Mary Institute of Technology & Management. Hyderabad in 2020.
- Graduated with Bachelor of Commerce (Computer) from Haindavi Degree College, ECIL, Hyderabad in 2017.
- Intermediate (Commerce) from Paralakhemundi S.K.C.G. College Orissa in 2011.
- (10th) Gumma High School from HSC Board of Education Orissa in 2009.

EXPERIENCE:

- Working for Axis Bank Non-Voice process, Hyderabad as a junior relationship officer for a period of 18 Months.
 - Roles and responsibilities.
 - Handling CMS queries of corporate customers through mails
 - Handling MIS related and current account related queries
 - On boarding corporate customers for corporate internet banking

HOBBIES

- Shopping
- Listening music and dancing
- Fashion Designing
- Reading books

PERSONAL ABILITIES

- Time management
- Self motivation
- Decision making
- Willingness to learn

TECHNICAL SKILLS:

- Basic System Handling skills
- MS Office
- Typing 25-30 WPM

PERSONNEL PROFILE :

Father's Name : SAMSON SADANGI
Date of Birth : 28th Feb 1994.
Gender : Female
Marital Status : Single
Nationality : Indian
Languages known : English, Oriya, Hindi and Telugu.

Declaration:

I hereby declare that the above information furnished is true to the best of my knowledge and shall be able to submit the documents if required on demand.

PLACE:

(S SUCHITRA)