**Digumarthi Srivani**

**Mobile :** 9182942683,9059774742

**Email :** vanisri839@gmail.com

**Career Objective**

To have a growth oriented and challenging career, where I can contribute my knowledge and skills to the organization and enhance my experience through continuous learning and teamwork.

**Academic Qualification**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Course** | **University**/  **Board** | **Institute** | **Year of passing** | **Percentage** |
| Bsc Computers | Andhra University | Vidyaardhi Degree College | 2013 | 70% |
| Intermediate | State Board of Intermediate Education | Vikas Jr College | 2009 | 60% |
| SSC | State Board  Of Secondary Education | Gnananikethan High School | 2007 | 60% |

**Software proficiency**

|  |  |  |
| --- | --- | --- |
|  | Operating System : | Windows XP, Windows 7. |
|  | Basics : | MS Word, MS Excel, MS Power Point & Internet. |
|  |  | Tally Advanced |

**Strenghts:**

* Positive Thinking
* Cool Minded

Experience

* Worked as a “ ADMINISTRATION IN VIDYAARDHI COLLEGE....”
* Worked as a “BACKOFFICE IN SAIPOOJA TECHNICAL SERVICES...”

**Personal Traits**

 Creative and logical

 Problem solving ability

 Co-operative and keen observer

**Hobbies**

 Listening music

 Playing shuttle

**Personal Profile**

Father’s Name  **:** Ganesh D

Mother’s Name  **:** Satyavathi

Date of Birth **:** 26-08-1992

Gender **:** Fe**-**Male

Marital status **:** Single

Languages Known **:** Telugu, Hindi & English

Permanent Address **:** H.NO:-49-12-24, Lalitha nagar, Shankaramatam road,

Visakhapatnam, A.P.

**Declaration**

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

**DATE: NAME: D Srivani**

**PLACE**: **Visakhapatnam**  SIGNATURE: