

**UDAYAKALA**

**Dubai**

**Udayakala.374670@2freemail.com**

**OBJECTIVE**

**Seeking innovative and challenging career in the professionally managed and dynamic organization, which provide opportunities for development and responsibilities to contribute towards organization**

**EDUCATIONAL QUALIFICATION**

**MASTERS IN COMPUTER APPLICATION (MCA) from SRC Trichy, Tamilnadu, years between 2011-2014 with 75% marks**

**B.Sc. IN COMPUTER SCIENCE from Kunthavai Natchiyaar govt. college, Tamilnadu, years between 2008 - 2011 with 74% marks**

**TECHNICAL SKILLS**

|  |  |  |  |
| --- | --- | --- | --- |
|  | **Operating Systems** | **:** | **Windows, LINUX.** |
|  | **Packages** | **:** | **MS Office.** |
|  | **Database** | **:** | **ORACLE, MS-ACCESS.** |
|  | **Programming Languages** | **:** | **C, C++.** |
|  | **Web Technology** | **:** | **HTML, ASP.NET.** |

**EXPERIENCE**

**Admin Assistant Asian electronics Ltd Feb 2015 - May 2017**

**Prepare and distribute weekly and monthly reports, tracking the status of documents. Compile and update employee records (hard and soft copies)**

**Coordinate with staff and office control systems (e.g. attendance, meetings, purchase etc.) General administrative duties such as courier, fax, email various correspondence.**

**Obtain and report quotes on products and services, etc.**

**Track and record all documents being processed by the management.**

**Prepare a variety of written materials (e.g. system level documentation, reports, memos, letters, etc.) for documenting activities.**

**Perform all kind of data entry and scan documents as required**

**PERSONAL SKILLS**

|  |  |  |
| --- | --- | --- |
|  | **Accept difficulties as challenges** | **● Strong willingness to learn new skills and abilities** |
|  | **Abilities to establish rapport and work in a team** |

**ACADEMIC PROJECT**

**Major Project as part of MCA:**

**AUDIT-BASED MISBEHAVIOR DETECTION IN WIRELESS AD HOC NETWORKS: -The project is identifying and isolating the misbehavior nodes that refuse to forward packets in multi-hop ad hoc networks.**

**Minor Project as part of MCA:**

**DATA PROTECTION SYSTEM IN COMPUTER NETWORK: This project designed to resolve the problem arise during file sending process, from source to destination with encrypt protection.**

**Major Project as part of B.Sc.:**

**AUTOASSOCIATIVE MORPHOLOGICAL MEMORIES OF LARGE IMAGE: It is a broad set of image processing operations that process images based on shapes. It can be effectively used to process large multivalve patterns, which include color images.**

**EXTRA-CURRICULAR ACTIVITIES**

**Won Prizes in Annual Sports meet held inter college Athletic competition.**

**Participated in Multimedia presentation at J.J.College of Engineering and Technology, Trichy. Organized State level technical symposium held at Seethalakshmi Ramaswami College, Trichy.**

**Participated in a workshop on Business Process Outsourcing Opportunities and Viabilities UGC sponsored by Seethalakshmi Ramaswami College, Trichy.**

**PERSONAL DETAILS**

|  |  |
| --- | --- |
| **Visa status** | **: Visit visa (valid till 30th Dec 2017)** |
| **Marital status** | **:** | **Unmarried** |
| **Date of Birth** | **:** | **05.06.1991** |
| **Nationality** | **:** | **Indian** |
| **Language Known** | **:** | **English, Tamil** |

**DECLARATION**

**I hereby declare that the information given above is true to the best of my knowledge and belief.**

**Udayakala**