**Career Objective:**Seeking a challenging and dynamic position with a growing firm to add some value for the better growth and profit of the organization along with developing my knowledge and marketing skills.

**Academic Qualifications:**

|  |  |  |  |
| --- | --- | --- | --- |
| **Course**  | **Institute** | **Duration**  | **Percentage** |
| **GRADUATION****(B.Com 3rd year, Pursuing)** | **VignanaJothi Institute of Arts & Science**  | **2014-2017** | **63.5** |
| **Intermediate Education****(CIVICS, ECONOMICS, COMMERCE)** | **St Mary,s Centenary Junior College** | **2012-2014** | **70** |
| **Secondary School Education** | **SecunderabadPublic School** | **2011** | **68** |

**Software Proficiency:**

* Office suits: Microsoft Office, Excel, Word.

**Area of Interest:**

* Customer service, advertising, direct marketing, venue management, event organizer, backstage coordinator, event planner, market researcher/ research executive, customer information, customer relationship, digital marketing, sales promotion.

**Training**

Worked as: **Executive assistant with Traditional Events Management & Marketing Pvt Ltd,**

 **Backstage coordinator with Glad events,**

 **Marketing for Splendid party events (Schools and College events)**

**Professional Strengths:**

* Ability to solve complex problems by using scientific rules and methods
* Good command over verbal and written communications.
* Ability to work under pressure and handle multiple tasks.

**Additional Skills:**

* Trained in personality development, public speaking, goal setting, and time management.
* Creative and Logical.
* Good Leadership qualities
* Positive attitude
* Coordinating with clients
* Willingness to learn
* Convincing ability
* Strong interpersonal skills
* Strong analytical skills
* Hard working
* Passionate about my work

**Personal Details:**

* **Date of Birth :**11th October 1995
* **Language Know :**English Hindi,Urdu,Telugu, and french
* **Marital Status :**Unmarried
* **Nationality :**Indian
* **Interest & Hobbies :**Always try to make things easy, visiting new places, interact with new

people

**Declaration:**

 I do hereby declare that the particulars of information and facts stated herein above are true, correct and complete to the best of my knowledge and belief.

Place: Dubai UAE.

Date: