

S.SWATHI

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CAREER OBJECTIVE:

Seeking a position to utilize my skills and abilities in the association that offers Professional growth while being resourceful, innovative and flexible.

SKILLS:

- Exceptionally good communication skills both verbally and written with the great organizational and management skills.
- Excellent knowledge of marketing strategies and current market.
- Very energetic, organized and have well public relationship knowledge.
- Skillful in implementing HR & Financial systems and policies.
- Conducting training programs towards enhancing employee productivity and building committed teams.

PROFESSIONAL EXPERIENCE

- Working as assistant professor in M.R.P.G college from august 2015 to till date
- Worked as guest faculty at A.U campus Vizianagaram for two years

ACADEMIC PROFILE

- B.L from M.R.V.R.G.R. Law college Vizianagaram (2008-2011)
- Master of Business Administration (Human Resource & Financial Accountancy) from Andhra University Campus Vizianagaram,(2006-2008)
- Bachelor of commerce from Boddu Krishna College of Commerce affiliated to Andhra University,(2003-2006)
- Intermediate from A.G.L College, affiliated to Intermediate board of education Andhra Pradesh.(2001-2003)
- S.S.C from St.Josephs English medium school,

RESEARCH QUALIFICATION

- Qualified in AP-RSET 2019 in management stream

PROJECT UNDERTAKEN:

- Completed project successfully regarding “**Working Capital**” dealing with Finance Department at, Dr. Reddy’s Laboratories Ltd,SrikakulamDistduring May - June 2007.

Computer skills:

Packages: M.S office

Operating Systems :Win –XP, Win-7

Extra curricular: Music

PERSONNEL DETAILS:

Name	: S.Swathi
Fathers Name	: S.Narasimhamurthyraju
Date of Birth	: 10 th june 1984
Marital Status	: Married
Languages Known	: English &Telugu
Present Address	: D.no 15-8-13 Konisi Street Vizianagaram 535002

Place: Vizianagaram

Date:

(Swathi.S)