

SHRUTIKA.S.KADAM

Room No-43, Ganesh Galli, Sai Nagari, Chendani Koliwada,
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CAREER OBJECTIVE:

I am looking ahead to work in a professional, growth oriented organization, where in one can make significant contribution to the success of the organization. Seeking a position that involves creativity, challenges and that provides me, an opportunity to constantly strive to explore, innovate & excel in attaining organizational and my individual goals. As consistently dependable team player, I can thrive in a high-pressure environment, enjoy the challenges of meeting deadlines and work in a team.

STRENGTH & SKILLS:

Good analytical, interpersonal, communication & listening skills coupled with dedication and sincerity towards the assigned job.

PROFESSIONAL EXPERIENCE:

SRADDHA SABURI EARTH MOVERS (20th April 2018 - 25th May 2019)

- Worked as Office Assistant and Accountant maintaining the excel of day to day transaction and payment of employees

EDUCATION BACKGROUND:

Name of the Degree	BSC (Comp Sci)	HSC	SSC
Year of Completion	2018	2013	2011
Name of Institution	Mumbai University	Kolhapur Board	Konkan Board
Percentage	58	43	80

EXTRA QUALIFICATIONS

- Completed MS Office Basic Computer Course (MS Word, MS Excel, MS Power Point & Internet)
- Marathi & English Typing
- Web Development in Python

COMPETENCIES

- Quick learner & adapts well to changes and pressure in work place
- Managing relationships & working efficiently with diverse groups of people
- Committed to meeting deadlines and schedules
- Leadership skills to lead projects & handle work independently

SOFTWARE COMPETENCIES

Programming languages	C, C++, Python3
Front-end Technologies	HTML, CSS , Javascript
Software Handled	Microsoft Word, PowerPoint and Excel, Turbo C, Python idle, Pycharm
Database Management	MySQL, SQLite
Operating System	Windows 7,10 & Linux

LANGUAGES KNOWN

English, Hindi, Marathi (Speak, Read, Write)

HOBBIES

Cooking

DATE OF BIRTH

18th February 1996

DECLARATION

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

27th Jan 2021

Mumbai

Shrutika.S.Kadam