

RESUME

Mutyam Sreenivas Reddy

 9989833044  : msreddy4446@gmail.com

Objectives

To be a part of leading corporate world and willing to work as a key player in challenging & creative environment.

Academia

-  **BE** {Electronics & Telecommunication} from **Nagpur University**, Nagpur with 58%.
-  **Diploma** in Electronics and communication from **PRR Polytechnic** with 71%.
-  **SSC** from **Holy Mary High School**, Hyderabad with 55%.

Work Experience

KWALITY INSULATIONS:

Designation – Site Supervisor

Duration: From 7th Feb 2010 to 30th March 2014

Responsibilities:

-  Interacting with clients
-  Responding the enquiry's via mail and phone
-  Attending review meetings with clients
-  Bills recovery of the work done

SVC CINEMAS:

Designation – Theater Manager

Duration: : From 17th July 2010 to 30th March 2020

Responsibilities:

-  Organising the movie schedules
-  Managing Cash deposits and payments , DCR reports
-  Managing technical issues like sound and projection

Computer Proficiency

SKILL	EXPERTISE
Operating Systems	Windows 98/XP/NT 2000/2003/Win 7
RDBMS	Oracle 8i & 9i (Only installation)
Programming Language	C & Data Structure

Competencies

- ✚ Zeal to learn.
- ✚ Performance oriented.
- ✚ Can handle the office work and also the site work.
- ✚ Problem solving and coping with pressure.
- ✚ Passionate team work

Personal Information

- ✚ Date of Birth : 22nd November 1981
- ✚ Languages Known : English, Hindi, Telugu
- ✚ Hobbies & Interest : Swimming, Travelling
- ✚ Marital Status : Married
- ✚ Address : Plot No:7,Road No:29, Vinayakanagar Colony ,
Opp : Sri Venkateshwara Vidya Nikethan ,Hayathnagar ,
Hyderabad.
- ✚ Contact No : 9989833044

Place: Hyderabad

M Sreenivas Reddy

Date: