**RESUME**

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| --- | --- |
| **Sathishkumar Shetty** | **Email**:[shettysathishkumar.s@gmail.com](mailto:shettysathishkumar.s@gmail.com)  **Mobile**: +91- 9849065292 |

**Objective:**

To be potential resource to the organization where I can utilize all my skills and knowledge which would help the organization to grow and further enhance my growth profile. It would be my never-ending decision to maintain the spectrum of integrity.

# **Qualifications:**

* Bachelor’s degree in commerce (B. Com (General)) From Kakatiya University.

# **Experience:**

* Worked as a Public Relation Officer at Warangal in **Narayana Educational Institutions-Hyd** From 2013 to March 2023.
* Worked as a Customer Champion SIPL-567 (Tiscon-Retail )Role at Warangal in Samrat Irons Pvt Ltd HYD (TG Marketing) From April 2023 to October 2023.

**Technical Skills:**

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| * MS-Office * Tally (ERP)-9 |

**Strengths:**

* + Flexible and Innovative.
  + Well-Organised, Open for Challenges.
  + Quick Learner.
  + Goal Oriented, Positive and Supportive.

**Role and Responsibilities:**

* + To provide Career Counselling to Students
  + To provide Awareness to Parents on Educational Standards
  + Explain Educational programs provided by the Institution.
  + Have Experience in providing Admission process Guidance and Follow up with Parents on Daily basis.
  + Daily Calls to the Parents w.r.t. their availability and Schedule Personal meet to explain the Admission Criteria. Update the Work Progress to Superior on Daily basis.

**Personal details:**

Full name: SathishkumarShetty

Father’s Name: Kumaraswamy

Mother’s Name: Sarojana

DOB: 05/04/1988

Language Known: Telugu, Hindi, English.

Address: 15-10-164, Ramannapet , Warangal, 506002.

**DECLARATION**

I hear by solemnly declare that all the statements made in the above application are true to the best of my knowledge.

Place: Warangal.

Date:

**(Sathishkumar Shetty)**