

Resume

R. THEENA

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📍 Usilampatti, Madurai

🎯 Career Objective

To grow professionally by using skills optimally and contributing to organizational goals.

➡ Education

- **MBA**, Kalasalingam Business School – 67%
 - **B.Com (CA)**, Senthamarai College – 60%
 - **HSC**, Nadar Saraswathi Hr Sec School – 60%
 - **SSLC**, Nadar Saraswathi Hr Sec School – 64%
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☐ Projects

- Study on Post Office Management
 - Study on Material Handling and Equipment
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🔧 Skills

- **Tools:** MS Office, Power BI, Tableau, MySQL, Photoshop, Tally
 - **Programming:** Core & Advanced Python (NumPy, pandas)
 - **Analysis:** SPSS
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📜 Certifications

- Business Data Analyst – *Sikshaa Simple Learn* (Grade A)
 - SAP Sales & Distribution (ERP 6.0 Ehp7)
 - NPTEL – Talent Acquisition and Management
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Activities & Achievements

- Tarang 2020 – Management Meet
 - Member of **MMA**
 - **National E-Quiz Participant**
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Strengths

Time Management, Leadership, Multi-tasking, Teamwork

Personal Information

- **Date of Birth** : 05-06-2000
 - **Gender** : Male
 - **Degree** : B.com(CA) & MBA
 - **Marital Status** : Single
 - **City** : Usilampatti, Madurai
 - **Languages Known** : English, Tamil
 - **Hobbies** : Badminton
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Declaration

I hereby declare that information given true and current to the best of my knowledge.

(R.Theena)