

Kusuma S

9035278519

kusumas4882@gmail.com

OBJECTIVES:

To work in a dynamic and challenging environment that utilizes my professional knowledge and education and contribution to the growth and profitability of company through proper application of analytical and managerial skills.

EDUCATIONAL DETAILS:

COURSE	NAME OF INSTITUTION	UNIVERSITY BOARD	PERCENTAGE
BCOM	SSMRV College	Bangalore City University	8.9 CGPA
PUC	SSMRV PU College	Pre-University	95%
SSLC	Image English School	Karnataka Board	89.28%

PROJECT(S)/INTERNSHIP(S):

- Completed Internship at **Surya Kantha and Associates**.
- Completed one-month internship at **Taskmo** focused on Customer Engagement Processes. And assisted in analyzing feedback and implementing strategies to enhance customer satisfaction.

WORK EXPERIENCE:

➤ Mock Manager, Dr. Swamy Medical Training Center

(August 2024 to December 2024)

- Taking bookings through emails.
- Maintaining spreadsheet, mock payments, organization of mocks and supervised manikin sessions.

➤ Business Development Executive, Excellenz Career Shapers

(January 2025 to April 2025)

- Lead generation for the sales
- Contacting NEET Aspirants and convincing them to attend the webinar, maintaining records, filling the registration forms, updating the leads.

COMPUTER KNOWLEDGE:

- Basic MS-Word,
- MS-Excel.

HOBBIES:

- Craft Making
- Listening to music

PERSONAL STRENGTH:

- Good Communication Skills.
- Team Player.
- Hard Working.
- Patience.
- Committed

LANGUAGE KNOW:

- Kannada
- English
- Telugu

PERSONAL DETAILS:

DOB : 12th Mar, 2003
Gender : Female
Nationality : Indian
Personal Address : J.P. Nagar 7th phase, Bangalore

DECLARATION:

I hereby declare that the above information and facts are true to the best of my knowledge and belief.

Date: 8th April 2025

Place: Bangalore

Yours Faithfully

Kusuma S

