

VARSHA.N

D/O Nagaraj.H,
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560023



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OBJECTIVE

Looking forward to work in an esteemed Organization where learning is the primary focus and which helps in evolving the best out of me.

EDUCATIONAL QUALIFICATIONS

Education	Institute/University	Percentage/Aggregate	year
B Com	Sheshadripuram degree college,Bangalore	CGPA-6.91%	2018
PUC	Sheshadripuram PU college,Bangalore	CGPA- 72.3%	2015
SSLC	St.Flowers High School Bangalore	Aggregate – 68.80%	2013

COMPUTER SKILLS

- Internet Applications.
- M S-Office (Word, Excel, Power-Point)
- Tally ERP 9

PROFESSIONAL EXPERIENCE SUMMARY

Himalai IAS Coaching classes

September 2018 to December 2022

Position: Academic Counsellor

Job Responsibilities:

- Counselling students regarding the Management Courses.
- Maintaining information and reporting on data held on the student record system and other administrative systems.
- Listen to students concerns about academic problems.
- Help students process their problems and plan goals and action.
- Mediate conflict between students and teachers.
- Organize peer counselling programs.

✚ Screening and assessment for learning disability ✚
Counseling students with behavior problems

ACHIEVMENTS & SKILLS

- ✚ Received an award as “Best Counsellor” twice for the years 2019 ✚
Received Cash reward award for “hattrick” productive performance.
- ✚ Good communication and organizational skills.
- ✚ Accepting assignments with open, positive and team oriented attitude.
- ✚ Noted for the improvement made in the process to achieve higher organizational efficiency.
- ✚ Adapting with ease to demanding situations.

PERSONAL DETAILS

Name : VARSHA.N
Date of Birth : 10-Jan-1998
Gender : Female
Marital status : Single
Languages Known : To Speak : 1) English 2) Kannada

DECLARATION:

I hereby declare that the above information's are correct, complete and true to the best of my knowledge and belief.

Place: Bangalore

Date :

VARSHA.N