**Name : Gamidi Bhavya**

**Mobile : +91 9550889778**

**Email :** [**gamidibhavya@gmail.com**](mailto:gamidibhavya@gmail.com)

**D.O.B : 28/11/1992**

**Marital status: Divorced**

**Current location: D.no: 8-16-64, Madhira vari street, Wynchipeta,**

**Vijayawada, Pin: 520001**

Professional Summary

* Having 5 years of extensive experience as Educational Co-Ordinator in GSWS department handling various government schemes.
* CertificateinTESOLCanadaexam.
* Experiencedinvolunteeringkidcampsandenhancingtheircareergrowthwhich further includes fun activities and parent teacher gathering.
* Commitmenttowardshandlingkidswithdifferentmentalityirrespectiveoftheir age group.
* FluencyinlanguageslikeEnglish(proficient),Hindi(proficient),Telugu (proficient), Korean (intermediate).
* Havegoodknowledgeindataentrymainlywith toolslikeExcel,Word, PowerPoint, Spread sheet.
* Havegreatleadershipandinterpersonalskills andabilitytograbthingsquicklyand adjust accordingly.
* Possessagreaterabilitytoworkunderchallenging workenvironment&providea high throughput.

**Technicalproficiencies**

|  |  |
| --- | --- |
| **LanguagesKnown** | English(proficient),Hindi(proficient),Telugu(proficient),Korean (intermediate). |
| **Browsersknowledge** | Google chrome,MicrosoftEdge,MozillaFireFox |
| **Software’s** | **Excel, Word, PowerPoint, and Google Spreadsheets.** |

**Work Experience**

**Employer : Grama Ward Sachivalayam (Fulltime Government employee) Designation: Ward Education & Data processing**

**Responsibilities handled: Schools inspection along with counseling sessions,**

**maintaining proper data base on basis of government.**

**Duration : Nov ’2019to Tilldate.**

**Qualification**

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| --- | --- | --- |
| **Qualification** | **University** | **MajorandSpecialization** |
| **M.COM(2021-2023)** | **Acharya Nagarjuna University** | **Accountancy** |
| **TEFL/TESOL(500**  **Hours advance post graduate diploma)** | **AsianCollege Of Teachers** | **Teaching** |
| **B.COM(2015-2018)** | **Sri Venkateswara University(Tirupati)** | **Commercewith Computers** |

**AdditionalSkills**

* Dedicated2yearstolearnKorean(intermediatelevel)languagethroughvariouse- platform apps which further motivated to learn other new languages like French
* ComputerSkills:ExpertiseinMicrosoftapps,PPT,Spreadsheets
* Interest: Travelling overseas, Camping, Poetry, and Spending valuable time with kids.

**Current CTC : 4.6 lakhs per anum**

**Expected CTC : 6 lakhs per anum**

Willing to relocate and work under any challenging environment.