

KAVITHA JONNALAGADDA

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RESIDENTIAL ADDRESS:

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ACADEMIC QUALIFICATIONS: B. Sc (Computers), PGDA,MCA.

PROFESSIONAL EXPERIENCE:

Designation	Institution	Period
Computer Operator	Gudlavalleru Engineering College	1-02-2008 to Till date
Tele Caller	GE Money, Hyderabad	6 Months
Vidya Voleenter	M.P.P.School,Jujjavaram	3 Months

CERTIFICATIONS:

- ❖ **Microsoft Office Specialist** – Microsoft Office Excel 2007 Conducted by Microsoft in March-2014.
- ❖ **Microsoft Office Specialist** – Microsoft Office Word 2007 Conducted by Microsoft in August-2013.

REWARDS / ACHIEVEMENTS:

- ❖ Got the *Commendation* for the year of 2008 from Gudlavalleru Engineering College.

WORKSHOPS ATTENDED:

- ❖ Attended in One-day Workshop on “**GNU / LINUX Administration**” in association with SWECHA at Gudlavalleru Engineering College during 25th July 2012.