

Srinivasan M

Front-End Developer — Junior Assistant

+91 8428829628

Professional Summary

Motivated Front-End Developer with knowledge of HTML and CSS and 4 months of experience as a Junior Assistant at Arunai Medical College and Hospital. Skilled in office administration, documentation and Microsoft Office. (Looking to grow in a professional and dynamic work environment).

Experience

Junior Assistant (JA) At Arunai Medical College and Hospital

in Tiruvannamalai, With Four months of experience

- Assisted in administrative and office management tasks.
- Maintained records, reports, and documentation efficiently.
- Supported coordination between departments and daily operations.
- Handled Microsoft Office and data management activities.

Education

MCA – Master of Computer Applications

Dhanalakshmi Srinivasan College of Engineering and Technology, Mahabalipuram
2023 – 2025

CGPA: 8.0

B.Sc. Computer Science

Karan Arts and Science College, Tiruvannamalai

Skills

Technical Skills

- HTML, CSS
- Microsoft Office
- COA Course
- Typewriting

Core Skills

- Leadership
- Team Coordination
- Time Management
- Work Under Pressure

Certifications

- Typewriting English & Tamil – Senior Grade
- COA (Computer On Automation)
- Python for Machine Learning – Great Learning (2024)
- HTML – Great Learning (2024)

Languages

Tamil, English

Personal Details

Date of Birth: 07 May 2002

Address: No.148, Ayyar Street, Su. Valavetti Village, Tiruvannamalai

Hobbies: Home Tuition **Email:** srinivasanmass836@gmail.com

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