

 **Venkatalakshmi Ravi**

 **Soft skill Trainer**

 **Bachelor's Degree in Civil Engineering( 2012- 2016)**

 **JOB EXPERIENCE**

* Communication and life skill trainer @ Next Generation Academy (2017)
* Customer Executive Officer @ Hinduja Global Solution (2016)

 **KEY SKILLS PERSONAL SUMMARY**

 *Optimistic*A courteous, polite and ambitious trainer who is highly

  efficient and has organizational skills. Possessing a good

 *Calm*, *efficient & organised* team-spirit and having a passion for providing a good

 standard of training for the trainees. A quick learner who

 *Friendly disposition sportive &* can absorb new ideas, communicate clearly and

 *adaptable* Effectively.

 Keen to find a suitable position within an ambitious

 Institute where I will be able to start to increase my work

 Experience and develop my abilities and skills.

 **PERSONAL DETAILS** **DUTIES**

 *Venkatalakshmi* **T**o create a student friendly classroom which will be

 *D/O Ravi* helpful for the effective communication with the

 *114/147 Radio park east street,*  trainees.

 *Sanjeevirayanpet,* **I**ntroducing innovative ideas and methods to improve

 *Salem-6.*  he creativity of the students.

 *D.O.B: 16/12/1993* **C**onducting classroom activities to grasp trainees

 *Nationality: Indian*  attention throughout the session.

 **A**ssessing the students on monthly basis to notice their

 *M: 9543215628* improvement in communication and behaviour.

 *E: venkatalakshmiraviresh@gmail.com*

**TRACK RECORD**

* Effectively worked as an organiser of NGEN’s BLOOM. (2017)
* Participated in the Guinness Record Event of “ Largest and Easiest Math Training Class. (2015)
* Won second place in the State Level Basketball tournament. (2012 &2009)