SUVETHAA SRI

· +91 9843967470 · suvethaasri06@gmail.com · coimbatore · linkedin

RELEVANT EXPERIENCE

Academic counsellor | Xylem learning, coimbatore **04/2024 -02/2025**

- Conducted one-on-one student counseling sessions to review academic progress, discuss career aspirations, and guide course selection.
- Provided personalized academic and career guidance based on students' interests, strengths, and goals.
- Built strong relationships with students and parents, fostering a positive, supportive, and trust-based counseling environment.

Sales trainee | Decorpot, Bengaluru **08/2023 - 10/2023**

- Engaged with clients to understand their interior design preferences, space requirements, and budget.
- Proposed creative and practical design solutions aligned with client expectations.
- Completed intensive training in interior design sales, communication, and client relationship management.

Social media marketing | Badlav seva samiti (NGO) | Internship **05/2021**

- Supported Assisted in managing social media accounts, creating engaging content, and analyzing basic performance metrics to improve online engagement.

Content creation | Silver labs india private limited,coimbatore | Internship **06/2021**

Assisted in creating creative, audience-focused content to support brand communication and online engagement.

EDUCATION

Bharathiyar university, Coimbatore **10/2025 - 09/2027**

MA English Literature (Pursuing in distance mode)

PSGR Krishnammal college for women, Coimbatore **06/2019 - 08/2022**

Bcom computer application; First Class with Distinction

ACCOMPLISHMENTS

Academic project : Conducted a detailed study on the Financial performance of TATA steel limited, analyzing key financial indicators and performance trends.

Paper presentation : Presented a paper titled " M-wallet and PPI" at a one day National conference,highlighting digital payment trends and innovations in financial technology.

Volunteering : Served as an NSS volunteer during undergraduate studies, actively participating in community service and social awareness programs.

CERTIFICATIONS

Technical : C++ Basics, Tally ACE Basics, Cloud Computing Basics (Coursera)

Business & Management : Design Thinking for Innovation, New Models of Business in Society, Procurement & Sourcing (Coursera)

Communication & Soft Skills: Positive Psychology (Coursera), Spoken English – Grade 3 (Trinity College London), Body Language for Professional Success (NPTEL)

SKILLS

Communication & presentation | Teaching & mentoring | MS Office, Google Workspace | Social media & content management | Content writing | Data analysis & reporting | Research & problem-solving | Time management | Teamwork & adaptability

LANGUAGES : Tamil (Native) | English (Fluent)