

RESUME



Ms. STEFFI ANDREW ALMEIDA

Contact No: - 0506965145 / 050 7641799

Visa status: Vist Visa from 20th October to 12th November 2017

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Address: - D-30 Patliputra, D.A.E Qtrs.
Anushaktinagar, Mumbai-400094.

CAREER OBJECTIVE

Looking for a career which demands the best of my professional abilities and helps me in broadening and enhancing my current skills and knowledge.

EDUCATIONAL QUALIFICATION

- BSC (Geology) from St. Xavier's College in the year 2016.
- H.S.C from Atomic Energy Junior College in the year 2011.
- S.S.C from Atomic Energy School in the year 2009.

OTHER QUALIFICATION

- MS-CIT
- Diploma in Executive Assistant from Davar's College
- Personality and Public Speaking

COMPUTER KNOWLEDGE

- Basic ArcGIS 9.3
- Basic QGIS
- Basics of C++programming
- Basics of Microprocessors & microcontroller

WORK EXPERICENCE

- Worked in Hinduja Global Solutions as a Customer Relationship Officer for Vodafone in a webchat process. Later was promoted as an Email Executive for Hindustan Unilever Limited in the same company.

- Worked as a GIS Executive for an Indian based project on GIS Mapping and then was elected as a Trainer and a Subject Matter Expert for a US based GIS Mapping project at Genesys International Corporation Limited.

HOBBIES

- Listening music
- Drawing
- Cooking
- Craft work

EXTRA CURRICULAR ACTIVITIES

- **Field works-**

Elephanta Island (Mumbai, Mharashtra, India): Field work done was majorly on the study of types of rock, the topography of the island, geographical features such as faults and dikes, along with the study of soil formation and the process of weathering.

Utan (Mumbai): The field work done was majorly on the study of the rock formation like Joints, faults and the calculations of strike and dip of the beds.

Khandala (Maharashtra, India): Field work done was majorly about the Deccan traps, the Lava flows, geological features such as anticlines and synclines, map counterering and some of the paleontological fossils.

Malvan (Sindhudurg District, Maharashtra, India): Field work done was majorly on Stratigraphy of the Malvan region, Topographic mapping, Triangulation method, Resistivity of soil, using of the brunton for section traversing of the beds, Structural geology of the rocks which includes folds and faults, Plane table method, Beach Profiling and study on the costal features like sea caves, ripples marks, sea arch, etc.

- Volunteered for Mumbai Marathon for the years 2011, 2012 and 2013.
- Volunteered for Fine Arts in the college feast "Malhar".

PERSONAL DETAILS

Name : STEFFI ANDREW ALMEIDA
Date of Birth : 2nd May 1994
Gender : FEMALE
Nationality : Indian
Languages : English, Hindi, Marathi and Konkani.
Passport No : N7932641

I hereby declare that the above information given by me is true and reliable to the best of my knowledge.

