

RESUME

RANJITHKUMAR.V B.Com.,

Email ID : ranjithkumar28696@gmail.com

Mobile No : +91-6382156596



CAREER OBJECTIVE:

Seeking a challenging career in a progressive organization where I can utilize my skills, knowledge and abilities.

EDUCATIONAL QUALIFICATION

Course	Institution / School	Year of Passing	Percentage of Marks
B.Com (commerce)	MIET Arts and Science College, Trichy	2019	60%
HSC	Adams Matric Hr.Sec.School, Trichy	2016	58%
SSLC	Sri Muthaiah Matric Hr.Sec.School, Mayiladuthurai	2014	60%

WORKING EXPERIENCE

❖ JP VEND TECH PVT LTD

❖ Store Keeper & Accountant

Role & Responsibility:

- Daily Stock Maintenance Moving Goods Accountant keeping .
- Inventory check the stock goods and daily basis stock.

❖ ABT PARCEL SERVICE

❖ Yard Supervisor, Data Entry

Role & Responsibility:

- Booking goods yard import to the moving parcel unloading goods
- Customer moving goods parcel all areas booking goods.
- Yard inventory stock checks the materials daily basis and the moving goods.
- Data Entry invoice bill check the parcel bill customer payment transaction.
- E-way bill check daily basis invoice bill complete moving process.

SKILLS

- ❖ MS-Office
- ❖ Data analysis tools-Excel
- ❖ Team work & Collaboration

STRENGTHS

- ❖ Excellent Communication skills to present my views and idea's clearly.
- ❖ Good analytic and problem-solving skills to solve a problem in an efficient manner.
- ❖ Good team player.
- ❖ Good at presentation.

PERSONAL DETAILS

Date of Birth	:	19.06.1998
Father Name	:	V.Vellaisamy
Gender	:	Male
Marital Status	:	Unmarried
Nationality	:	Indian
Languages known	:	Tamil & English
Address	:	No.102, Muslim Street, Kamaraj Nagar, Airport, Trichy – 620007.

DECLARATION

I hereby declare that all the statements made in this application are true to the best of my knowledge and belief.

Yours Sincerely,

(RANJITHKUMAR.V)

Place : Trichy

Date :