## **RESUME**

Name	S. ABISHEK
Mobile No	8870123459,8807724880

### **CAREER OBJECTIVE:**

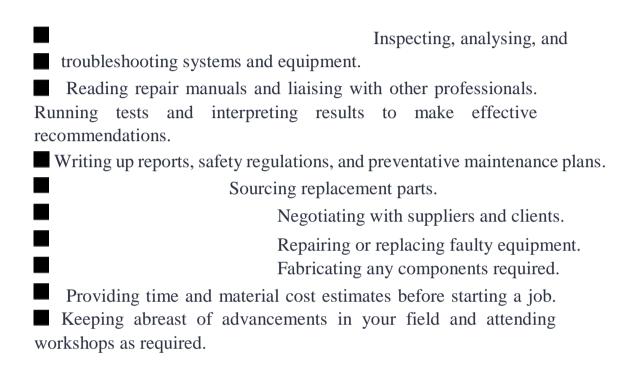
To Deliver my duties in a challenging environment, where the thirst of knowledge is accomplished, there by the best contribution is done to the growth of the company and me.

### **EDUCATIONAL QUALIFICATION:**

COURSE	INSTITUION	UNIVERSITY	YEAR	PERCENTAGE OF MARKS
MBA (Banking and Finance)	Alagappa Institution (Distance Education)	Alagappa University	2022	72 %
B.Sc (Computer Science)	Kamaraj College	Manonmaniam Sundaranar University	2020	Awaited
HSC	St.lgnatius Hr.Sec.School, Thoothukudi	Tamilnadu State Board	2017	65.25%
SSLC	St.lgnatius Hr. Sec.School, Thoothukudi	Tamil Nadu State Board	2015	81.2%

# ❖ SATHYA TECHNOSOFT – Technician (01-02-2022 To 30-01-2023)

### **Key's & Responsibilities:**



# ❖ EXHILAR INNOVATIVE SOLUTION PVT LTD – Technical Executive Operation Team (01-02-2023 To Present)

### Key's & Responsibilities:

- Assisting the manager in organizing, planning, and implementing strategy.
- Address operational issues and
- concern in timely manner.

Understand project requirements, coordinate with resources, and direct the projects in the right direction in timely manner.

Oversee the successful
implementation of projects assigned.
Maintaining the data hygiene and responsible for submitting the various reports
Using excels for various filtering, calculations on data and deriving reports.
Complete data management,
maintenance and backing up.
Coordinate with different vendors for departmental requirements viz.

Skills & Experience:
Proficient in MS Excel and other MS
office tools
Understanding of SQL, databases,
etc.

Strong Communication
Coord Leadership

Strong Communication

Good Leadership

Typing Skill

Idea knowledge

Customer Service Orientation

Perfectly Time Management.

Data Entry & Collection and maintenance.

Problem Solving.
Decision Making.
Adaptability.

# PERSONAL DETAILS: Father's Name A. Sounthar Raj Date of Birth 20.02.2000 Gender Male Nationality Indian Marital Status Unmarried

Languages Known	Tamil & English		
Mail Id	Sabissmithabi2000@gmail.com		
	24c/2e/1,krishnarajapuram 1 <sup>st</sup>		
Address	Street, Thoothukudi - 628002.		

# **Declaration**:

I hereby declare that the above - mentioned information is correct to the best of my knowledge.

Place : Thoothukudi Date Yours Faithfully

:

(S.ABISHEK)