

CURRICULUM VITAE

M.ARUN KUMAR
MOB NO: 9789002596

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Objectives

To enhance my working capabilities, business efficiencies, and professional skills to serve my organization with sheer commitment and determination.

Education

B C A : HINDUSTAN COLLEGE OF ARTS AND SCIENCE (2013-16)

H S C : SRI R K M H S SCHOOL CHENNAI (2011-2013)

SSLC : SRI R K M H S SCHOOL CHENNAI (2006-2011)

Computer Skills

MS Office : Aptech- Office Management (Word document, Excel, PowerPoint)

Software skills : C Program, C++ program

Hardware Skills : Network Configuration, Software Installation

WORK EXPERIENCE

- ✚ Designation: Worked As Sales **Executive** for the period of 6 months at ABT Maruti Suzuki Car Showroom.
- ✚ Designation: Worked As **AR Executive** for the period of 2 Years at Omega Healthcare Management Services Pvt Ltd.

Strengths

- ✚ A self-motivated professional.
- ✚ Positive Attitude: Creating a positive work environment
- ✚ Goal oriented: results achiever, Meeting deadlines
- ✚ Learning agility: Quick learner

Languages Known

- ✚ English
- ✚ Tamil

Personal Details

Name : M.Arun Kumar

Father's Name : A.Manickam

Date of Birth : 11-01-1995

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Teynampet ,
Chennai -600018.

I do hereby **declare** that above particulars of information and facts stated are true, correct and complete to the best of my knowledge and belief.

Yours sincerely

(M.ARUNKUMAR)