

MOHAMED RAKKAN

Document Controller



✉ rakkan786mohammed@gmail.com

📞 +91 9943811503

📍 India

An enthusiastic & Innovative Senior Document controller with 5+ more years of experience and depth knowledge in the management of documentation in a variety of industrial projects in oil and gas sector. Responsible for tracking and handling Engineering, Quality & Construction management documentation in multiple key deliverables over multiple projects and providing a key function as a support role to the project manager as well as reporting directly to PM. Utilizing technology and software's like EDMS, ACONEX (ORACLE) to keep documentation works easy and secure.

KEY COMPETENCIES AND SKILLS PROFESSIONAL

- Experience of handling complete project documentation.
- Single handled various activities of office administration.
- Ability to liaise with a wide variety of staff and clients at all levels.
- Experienced user of Microsoft Office Suite (Word, Excel, PowerPoint, Adobe acrobat and Outlook).
- A sufficient level of Project control experience on engineering/construction related projects.

PERSONAL

- Excellent organizational skills.
- Able to tactfully deal with difficult and sensitive situations and working under pressure.
- Good oral and written communication skills.
- Influencing, persuading, coaching and coordination skills.

PROJECTS HANDLING OR WORKED:

- Ithra Tower Energy Exhibit Chiller Project (ARAMCO-Dhahran -SAUDI ARABIA)
- Acai Restaurant Kitchen Hood Project SA-03B (ARAMCO- Dhahran Hills Gate-SAUDI ARABIA)
- Derrick well Foundation Project (ARAMCO- Dhahran-SAUDI ARABIA – On Going)
- EXPAND ASPHALT PRODUCTION FACILITIES AT RASTANURA REFINERY (ARAMCO-RASTANURA-SAUDI ARABIA)
- Urgent Care Unit Hospital Project (JOHN HOPKINS ARAMCO(JHAAH)-SAUDI ARABIA)
- ANB Bank Renovation Project Dhahran (ARAB NATIONAL BANK-SAUDI ARABIA)

 **PROFESSIONAL EXPERIENCE****Metro company Ltd., Document Controller Job**

2021 June – 2024 July

Al Khobar, Saudi Arabia

ROLES & RESPONSIBILITIES

- Perform all supervisory works required to run documentation department.
- Preparing document control department related procedures and templates like document control revision control, document numbering and archiving procedures, Master document register etc.
- Preparing folder structure, attribute and workspace in local share drive and EDMS.
- Preparing transmittals and submit to the documents to clients, subcontracts and other departments
 - Logging document details on the register, including date received/transmitted, document title, number and revision, study discipline(s) to which document distributed.
- Uploading company documents to client's document management system and notifying the client of new documents.
- Act as point of contact for client's Document Controller, resolving any day to day issues which may arise.
- Ensuring that project team members use standard templates for document preparation and checking of outgoing documents, making necessary edits to ensure consistency in the documents issued to the client.
- To make sure all departments are using controlled drawings and documents in projects.
- Informing key members of the project team of the arrival of new documents and retrieve the Superseded
 - Downloading and formally recording client documents to company server.
 - Check that documents prepared by the project team use the correct numbering systems (client company systems), allocating numbers where required.
 - Setup and maintaining document distribution matrix (DDM) and master drawings & document registers on prescribed software.
 - Distributing the control copy of project deliverables to concerned departments and personnel.
 - Tracking, filing and archiving of IFC, Weld map, redlined and as built drawings, procedures, PQP and technical query's etc.
 - Submission of project documents to client for review and approval and tracking, following up the outstanding approvals. (Including NMR documents)
 - Creation of transmittal as per client/ project requirement and deliver to the client with agreed platform for exchange of data
 - Reporting to client, sub- contractor and PM the status of the documents delivered, submitted
 - Maintaining a high level of understanding of document control archiving, maintain security and confidentiality of the archive system.
 - Advise and assist users in using working on data base system efficiently.
 - Implementation of document control procedure and coordinate with site and other offices in project management.

- Make sure all drawings and documents are latest and superseded drawings are separated from stored separately.
- Prepare and make sure all reports and documents are ready for internal and external audits like audit and third party audits.
- Dealing with daily, weekly and monthly reports, memo, minutes and invoice for project control
- Preparing minutes of meeting whenever required.
- Coordinate with site supervisors ad departments for make sure they are using current and latest documents.
- Assist with final documentation handover in conjunction with contractor, clients and other depa archiving process and as built documents as and when appropriate.
- Participating in review meeting

Raqwani company Ltd., Document Controller & Administration Payroll

Al Khobar, Saudi Arabia

ROLES & RESPONSIBILITIES

- Administer Document Control services to Projects
- Maintain accurate electronic and hard copy libraries for project management systems
- Register, quality check, issue and distribute technical documentation to internal and external parties. Create transmittals to facilitate distribution according to Project Distribution Matrices • Register, quality check, issue and distribute Vendor / Client / Third party documentation to internal and external parties. Create transmittals to facilitate distribution according to Project Distribution Matrices
- Manage timely turnaround of documentation accompanied by an awareness of project schedule / Milestones.
- Maintain hard copy and electronic management systems • Liaise / resolve queries with Engineers and Project Team
- Facilitate handover of deliverables to Client.
- Preparing retention period templates for documents and shredding the unnecessary documents and drawings like superseded, deleted and reference copies etc.
- Archive project documentation
- Implement & maintain document control processes and procedures
- Develop and maintain the Document Management System
- Manage all flows of documents either in electronic form or paper support • Make sure Document Management accordingly has established procedures or standards (document numberings, formats, issuance, review, dispatch, recording & archiving).
- Process incoming & outgoing documentation (registration in the DMS, internal distribution, archiving, transmit to clients & suppliers)
- Ensure control and coordination of maintenance activities documentation and data.
- Make sure all drawings/documentations are correctly identified, distributed and filed/stored

- Perform general document control activities such as photocopying, scanning, analysis of supplier's document compliance with maintenance/projects standards regarding numbering and all other aspects related to document
- Monitors technical documents review and approval in accordance with agreed schedule.

Sri Kumaran Jewellery, Document Controller & Accountant

2019 Jan – 2019 Oct India,
Tamilnadu

ROLES & RESPONSIBILITIES

- Issuing bills, Receipts and invoices and manage incoming payments Following and improving document control procedures
- Provide Solution to any relative Problems of clients
- Billing & Specialist With 1 year of experience with this company and providing the various solution for the clients while facing problem
- prepare the present report to the supervisor Conducting regular reviews and document audits

EDUCATION

B.com CA - Computer Application, Parvathys arts and science college
Dindigul, India

PERSONAL DETAILS

Gender : Male
 Date of Birth : 23-June-2001
 Marital Status : Single
 Passport No : U9111432
 Date of Issue : 05-Feb-2019
 Date of Expiry : 04-Feb-2029
 Place of Issue : Madurai
 Nationality : Indian
 :
 Email : rakkan786mohammed@gmail.com

Permanent Address: NO 33 Railway station road Near Rmtc Colony Nagal Nagar Dindigul

ATTENDED TRAININGS

- H2S Induction, Confined space entry, First aid and emergency response SNC LAVALIN.

- Working at Heights Awareness Training.
- Hazard Identification and control Awareness Training.
- Firefighting. .
- Accident investigation Training.

LANGUAGES

English Tamil



Hindi



COMPUTER SKILLS

- EDMS Electronic Document Management System.
- CW- Collaboration Work space
- TALLY ERP-9-
- MS Office word, Excel, power point and Visio.
- Adobe acrobat professional.
- Internet, Email and outlook.
- Primavera P6 and Planning, scheduling

CERTIFICATES

- Tally ERP 09 Solution(Level-1)
- Advance Excel

DECLARATION

I hereby verify that to the best of my knowledge and belief this CV correctly describes my qualification and experiences. I understand that any willful misstatements described may lead to my disqualification, if employe

Mohammed Rakkan A

02-July-2024

Employment No # MCC5281

EXPERIENCE CERTIFICATE

This is to certify that **Mr. Mohamed Rakkan Amanullah**, Indian nation passport number U911432 had worked in Metro Company Ltd. For a period from **21-Oct-2021** to **03-July-2024** as a **Document Controller**.

During his tenure he has performed his duties in a diligent and satisfactory manner. He is professionally sound, hardworking.

We wish him all the very best in his future endeavor.





Estd: 1989

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Dindigul - 624 001, Tamil Nadu, INDIA.



Certificate Number

16144

An ISO 9001 : 2015 Certified Institution

This is to certify that

Mr./Ms. MOHAMED RAKKAN. A

has successfully completed the 30 days / months

CERTIFICATE course in

ADVANCED EXCEL

conducted at **Cadd Cae Computers®** from 01-09-2022

to 30-09-2022. He / She has been awarded A++ Grade.

Subject Included

**LOOKUP, HLOOKUP, VLOOKUP, PIVOT TABLE, MACRO
FUNCTIONS, CELL REFERENCING, VBA - FORMS**

DINDIGUL

Branch

Omman
30/9/2022

Authorised Signatory

Grade % : 85 - 100 = A++, 70 - 84 = A+, 60 - 69 = A, 50 - 59 = B, 35 - 49 = C, Below 34 = Fail

Regd. & Recognised by

A subsidiary of Rural Computer Education and Training Society Under Reg. No.151/07

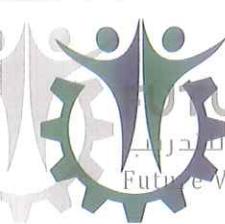
Board of Examinations, TamilNadu-Govt. Tech Exam in Commerce Subjects Under Reg. No.245201/05

Recognised by the Directorate of Employment & Training, Govt. of TamilNadu Reg. No.9028 dt.05/2011

Recognised by Govt. of India - Class in Computer Training Under Trademark Reg. No.1380586/05

Authorised Training Center for Microsoft, Sun Micro Systems, Cisco and CompTIA Certifications





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Future Vision Centre for Advanced Training



CERTIFICATE NUMBER

FVCAT-23-41520

Certificate of Completion

This certifies that

MOHAMMED RAKKAN

IQAMA ID NO 2530437645

has successfully completed the training course on

FIRE MARSHAL

ISSUE DATE: 09-Mar-2023

EXPIRY DATE: 08-Mar-2025

Authorised Signature



Ph: +966 Ph: +966 13 8335774 | Email: admin@advancedtraining.co | Web: www.advancedtraining.co



LEARNING
PARTNER
BRONZE 1552



Highfield
awarding body for compliance





ISO 9001:2015 Certified



Regd : 83/2016



RANKS TECHNOLOGIES

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Email - rankstechnologies@yahoo.com

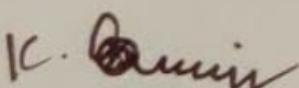
Certificate

Registration No. 497

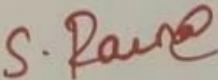
This is to certify that Mr/Ms. A. MOHAMED RAKKAN

After Successful completion of the course TALLY ERP9

from 29.01.2020 to 04.04.2020 achieved Grade A⁺ Dated 04.04.2020


Co-ordinator




Director



சான்றிதழ் எண்
CERTIFICATE SL. NO. SEC

6341656

STATE BOARD OF SCHOOL EXAMINATIONS, TAMILNADU

அரசு தேர்வுகள் நுழை, சென்னை - 600 006

DEPARTMENT OF GOVERNMENT EXAMINATIONS, CHENNAI - 600 006

இலட்டிலைப் பள்ளி இறுதி வகுப்புச் சான்றிதழ்
SECONDARY SCHOOL LEAVING CERTIFICATE

பத்தாம் வகுப்பு / X STANDARD

தமிழ்நாடு அரசின் அதிகாரத்திற்கு உட்பட்ட வழங்கப்படுகிறது
ISSUED UNDER THE AUTHORITY OF THE GOVERNMENT OF TAMILNADU



தேர்வர் **MOHAMEDRAKKAN A**

பள்ளி இறுதி வகுப்புச் சான்றிதழ் பொதுத் தேர்வெழுதிக் கீழ்க்காணும் மதிப்பீடுகளைப் பெற்றுள்ளார் என்று சான்றிதழ்க்கீழ்க்கண்டு.

Certified that the above mentioned candidate has appeared for the Secondary School Leaving Certificate Public Examination and obtained the following marks :

படிப்பு SUBJECT	கருத்தியீசு THEORY (075)	செய்யுறை PRAC. (025)	முதிர்வீசுகள் 100க்கு MARKS OBTAINED FOR 100	
தமிழ் / TAMIL			087 ZERO EIGHT SEVEN	(P)
ஆங்கிலம் / ENGLISH			084 ZERO EIGHT FOUR	(P)
கணிதம் / MATHEMATICS			082 ZERO EIGHT TWO	(P)
+ அறிவியல் / SCIENCE	066	025	091 ZERO NINE ONE	(P)
சபை அறிவியல் / SOCIAL SCIENCE			091 ZERO NINE ONE	(P)
** விருப்ப மொழி / OPTIONAL LANGUAGE		*****	***	*****

435 FOUR THREE FIVE

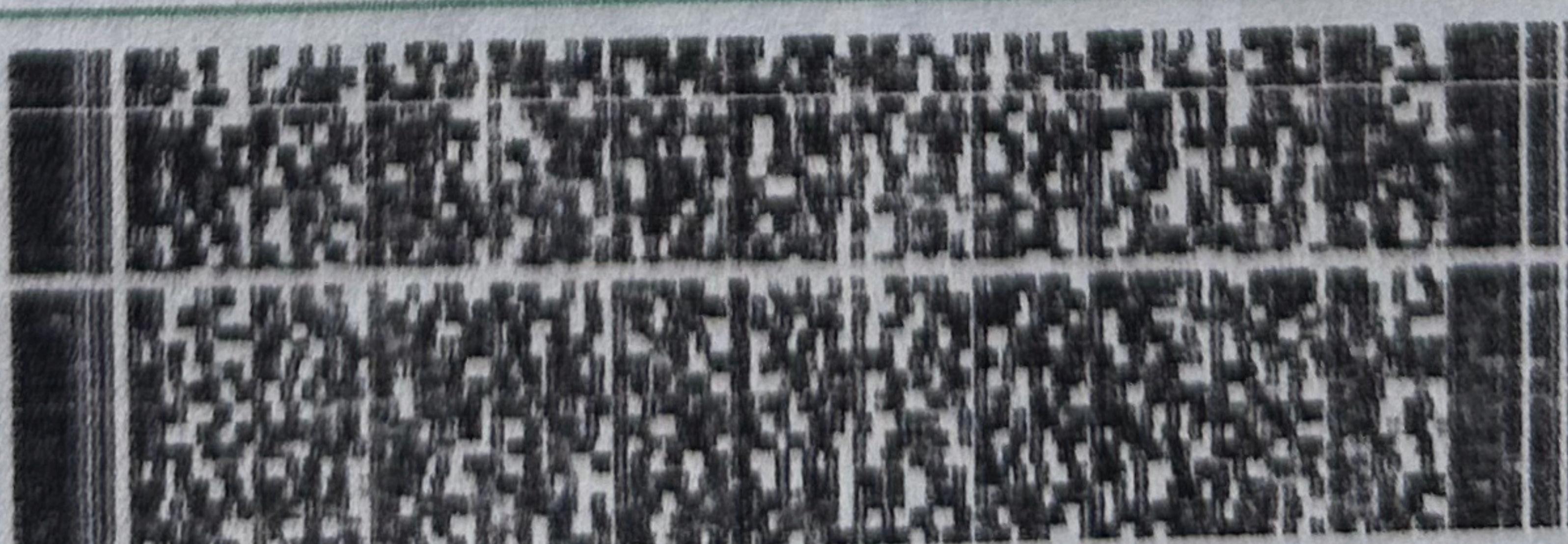
மொத்த மதிர்வீசுகள் / TOTAL MARKS :

பிற்ந்த தேதி / DATE OF BIRTH 23.06.2001	தேர்வுகள் / ROLL NO. 1253738	மொத்த மொழி / MEDIUM OF INSTRUCTION ENGLISH
--------------------------------------------	---------------------------------	-----------------------------------------------

பிரதிநிடப்படுவதற்கான பரிசு எண் / PERMANENT REGISTER NO. XM16R221253738	பரிசு எண் & தேதி / TMR CODE NO. & DATE A1240256 25.05.2016
---------------------------------------------------------------------------	---------------------------------------------------------------

(2209 \ DGL455)

பள்ளியின் பெயர் / NAME OF THE SCHOOL
TPKN MATRIC HR SEC SCHOOL DINDIGUL



செயலர்
உறுப்பினர் செயலர்

மாநிலப் பள்ளித் தேர்வுகள் குழுமம் (இணைநிலை), தமிழ்நாடு

MEMBER SECRETARY

STATE BOARD OF SCHOOL EXAMINATIONS (SEC), TAMILNADU

A. Mohamed Rakkai
தேர்வரின் கையொப்பம்
CANDIDATE



எண்ணிடம் எ. என்.
CERTIFICATE SL. NO. HSG

13168903

தமிழ்நாடு மாநிலப் பள்ளித் தேர்வுகள் குழுமம்
STATE BOARD OF SCHOOL EXAMINATIONS, TAMILNADU

அரசு தேர்வுகள் துறை, சென்னை - 600 006

DEPARTMENT OF GOVERNMENT EXAMINATIONS, CHENNAI - 600 006

மேற்கிணங்கப் பள்ளிக் கல்வி சான்றிதழ்
HIGHER SECONDARY COURSE CERTIFICATE

பொதுக்கல்வி / GENERAL EDUCATION

தமிழ்நாடு அரசின் அதிகாரத்தின்கூட்டு உபயோகப்படுத்து
ISSUED UNDER THE AUTHORITY OF THE GOVERNMENT OF TAMILNADU



பேரவீதி பெயர் / NAME OF THE CANDIDATE

மோத்ரக்கான் அ

MOHAMEDRAKKAN A

பகுவும் / SESSION

மேஷ 2018

MAR 2018

மேல்நிலைப் பள்ளிக் கல்விப் பொதுத் தேர்வெழுதிய மேற்கூறு தேவை கீழ்க்காணும் மதிப்பீடுகளைப் பெற்றுள்ளார் என்று சான்றிதழில்கூடுத்து.

Certified that the above mentioned candidate appeared for the Higher Secondary Public Examination and obtained the following marks :

பகுவும் / SUBJECT	குறுகிய THEORY 150	பெயர்ப்பு PRAC. 50	பெற்ற மதிப்பீடுகள் 200 க்கு MARKS OBTAINED FOR 200
தமிழ் TAMIL			164 ONE SIX FOUR (P)
ஆங்கிலம் ENGLISH			143 ONE FOUR THREE (P)
கணக்கியல் COMPUTER SCIENCE	101	050	151 ONE FIVE ONE (P)
உருபுகலைகள் ECONOMICS			155 ONE FIVE FIVE (P)
உணவுகலை COMMERCE			168 ONE SIX EIGHT (P)
கணக்குத்தொகை ACCOUNTANCY			157 ONE FIVE SEVEN (P)

மொத்த மதிப்பீடுகள் / TOTAL MARKS : 0938 ZERO NINE THREE EIGHT

பிறக்க தேதி / DATE OF BIRTH	பேரவீதி / EXAM NO.	அ. ம. ப. குறிப்பு எண் & தேதி / TMR CODE NO. & DATE
23.06.2001	1203257	G1182938 16.05.2018

பிரித்துப் பதிகள் / PERMANENT REGISTER NO.	பயிற்சி மூலம் / MEDIUM OF INSTRUCTION	பகுவும் பகுவும் எண் / GROUP CODE
1811203257	ENGLISH	302

(22/DGL406/2206)

பள்ளியின் பெயர் / NAME OF THE SCHOOL

எஸ். எஸ். பி. சௌலைநாடு நிலைப் பள்ளியின் மேற்கிணங்கப் பள்ளி திட்டத்தை

M S P SOLAI NADAR MEMORIAL BOYS HR SEC SCHOOL DINDIGUL

A. Mohamed Raashid

உறுப்பினர் பெயர்
Date: _____ / _____ / _____



MADRAS KAMARAJ UNIVERSITY
(UNIVERSITY WITH POTENTIAL FOR EXCELLENCE)

BACHELOR OF COMMERCE - COMPUTER APPLICATIONS (SEMESTER)
STATEMENT OF MARKS AND GRADES
(CHOICE BASED CREDIT SYSTEM)



KPVS 356883

NAME OF THE CANDIDATE			REGISTER NO.			DATE OF PUBLICATION								
MOHAMED RAKKAN A			B8C15737			30-JUL-2021								
NAME OF THE CENTRE			CENTRE CODE			EXAM M & YR								
PARVATHY'S ARTS AND SCIENCE COLLEGE, DINDIGUL			256			APR 2021								
PART	SEMESTER	COURSE CODE	COURSE TITLE			CREDIT	MAXIMUM	MARKS SECURED						
			INTERNAL	EXTERNAL	TOTAL	INTERNAL	EXTERNAL	TOTAL						
I	1	UVTJL11	VANIGA KADITHA THODARPUGAL	3	025	075	100	015	042	057	5.7	B+	P	N18
I	2	UVTJL21	KAPPEEDU KOTPADUKALUM NADAI MURAIGALUM	3	025	075	100	017	032	049	4.9	C+	P	A19
II	1	UENJE11	ENGLISH PAPER-I	3	025	075	100	020	034	054	5.4	B	P	N18
II	2	UENJE21	ENGLISH PAPER-II	3	025	075	100	015	031	046	4.6	C+	P	A19
III	1	CCAJC11	INTRODUCTION TO PC SOFTWARE AND MS-OFFICE	4	025	075	100	013	034	047	4.7	C+	P	N18
III	1	CCAJC12	FINANCIAL ACCOUNTING-I	5	025	075	100	019	037	056	5.6	B+	P	N18
III	1	CCAJC1P	MS-OFFICE LAB	4	040	060	100	040	054	094	9.4	O	P	N18
III	2	CCAJC21	BUSINESS APPLICATION PROGRAMMING	4	025	075	100	014	040	054	5.4	B	P	N19
III	2	CCAJC22	FINANCIAL ACCOUNTING-II	4	025	075	100	014	036	050	5.0	B	P	A19
III	2	CCAJC2P	BUSINESS APPLICATION PROGRAMMING LAB	5	040	060	100	029	030	059	5.9	B+	P	A19
III	3	CCAJC31	DATABASE APPLICATION	4	025	075	100	012	030	042	4.2	C	P	N19
III	3	CCAJC32	FINANCIAL ACCOUNTING -III	5	025	075	100	012	046	058	5.8	B+	P	N19
III	3	CCAJC33	BUSINESS STATISTICS	4	025	075	100	015	027	042	4.2	C	P	N19
III	3	CCAJC34	COST ACCOUNTING	4	025	075	100	013	030	043	4.3	C	P	N19
III	3	CCAJC3P	DATABASE APPLICATION LAB	4	040	060	100	030	035	065	6.5	A+	P	N19
III	4	CCAJC41	INTRODUCTION TO VISUAL PROGRAMMING	4	025	075	100	010	030	040	4.0	C	P	A20
III	4	CCAJC42	BANKING THEORY LAW AND PRACTICE	4	025	075	100	014	043	057	5.7	B+	P	A20
III	4	CCAJC43	BUSINESS MATHEMATICS	4	025	075	100	016	042	058	5.8	B+	P	A20
III	4	CCAJC44	FINANCIAL ACCOUNTING-IV	5	025	075	100	016	043	059	5.9	B+	P	A20
III	4	CCAJC4P	VISUAL PROGRAMMING LAB	4	040	060	100	035	040	075	7.5	D	P	A20
III	5	CCAJC51	FINANCIAL ACCOUNTING - V	5	025	075	100	016	057	073	7.3	A++	P	N20
III	5	CCAJC52	BUSINESS LAWS	4	025	075	100	018	056	074	7.4	A++	P	N20
III	5	CCAJC53	INCOME TAX LAW AND PRACTICE - I	5	025	075	100	025	035	060	6.0	A	P	N20
III	5	CCAJC54	INTRODUCTION TO MULTIMEDIA AND DTP	4	025	075	100	015	052	067	6.7	A+	P	N20
III	5	CCAJC5P	MULTIMEDIA AND DTP LAB	4	040	060	100	040	058	098	9.8	O+	P	N20
III	6	CCAJC61	INDUSTRIAL RELATIONS AND LABOUR LAWS	4	025	075	100	018	053	071	7.1	A++	P	A21
III	6	CCAJC62	INCOME TAX LAW AND PRACTICE -II	5	025	075	100	020	057	077	7.7	D	P	A21
III	6	CCAJC63	FUNDAMENTALS OF INTERNET AND WEB TECHNOLOGIES	4	025	075	100	021	044	065	6.5	A+	P	A21
III	6	CCAJC6R	PROJECT WORK & ON THE JOB TRAINING (VIVA-VOCE)	4	025	075	100	025	074	099	9.9	O+	P	A21
IV	1	UVEJV11	VALUE EDUCATION	2	025	075	100	011	040	051	5.1	B	P	A19
IV	2	UESJD21	ENVIRONMENTAL STUDIES	2	025	075	100	015	052	067	6.7	A+	P	J20
IV	3	CCAJS31	RETAIL MARKETING	2	025	075	100	016	048	064	6.4	A	P	A20
IV	4	CCAJS41	GOODS AND SERVICES TAX	2	025	075	100	013	052	065	6.5	A+	P	N20
IV	5	ABAJN51	FUNDAMENTALS OF MANAGEMENT	2	025	075	100	017	047	064	6.4	A	P	N20
IV	5	CCAJS51	EXPORT - IMPORT PROCEDURES AND DOCUMENTATION	2	025	075	100	019	060	079	7.9	D	P	A21
IV	6	ABAJN61	FUNDAMENTALS OF ENTREPRENEURSHIP	2	025	075	100	019	045	064	6.4	A	P	A21
IV	6	CCAJS61	E-COMMERCE	2	025	075	100	019	045	064	6.4	A	P	A21
IV	6	CCAJS6P	TALLY - LAB	2	040	060	100	038	050	088	8.8	D++	P	A21
IV	6	CCAJS6Q	COMMERCE PRACTICAL	2	040	060	100	034	054	088	8.8	D++	P	A21
V	4	UEAJG4J	EXT. ACT.-PHYSICAL EDUCATION & SPORTS FOUNDATION OF PHYSICAL EDUCATION & SPORTS(PAPER-I)	1	100	---	100	096	---	096	9.6	O+	P	A20

<< END OF STATEMENT >>

PART	CREDITS EARNED (IN THE CURRENT SEMESTER)	GPA	PART	CREDITS EARNED (IN ALL SEMESTERS)	CGPA	GRADE	CLASSIFICATION
I	0	0	I	6	5.3	B	SECOND CLASS
II	0	0	II	6	5	B	SECOND CLASS
III	17	7.79412	III	107	6.33084	A	FIRST CLASS
IV	8	7.975	IV	20	7.04	A++	
V	0	0	V	1	9.6	O+	

The candidate is declared to have Passed only when he/she earned not less than 140 Credits.

MEDIUM OF INSTRUCTION: ENGLISH

Signature of the Candidate



Signature
Prof Dr T DHARMARAJ

CONTROLLER OF EXAMINATIONS
IN CHARGE

KSD 016622



மதுரை காமராசர் பல்கலைக்கழகம் Madurai Kamaraj University

UNIVERSITY WITH POTENTIAL FOR EXCELLENCE



வணிகவியற் புலம்
FACULTY OF COMMERCE

மதுரை காமராசர் பல்கலைக்கழக ஆட்சிப்பேரவை
முகமது ரக்கான். ஆ.

வணிகவியல் இளையர் பட்டம் (கணினிப் பயன்பாட்டியல்)

ஏப்ரல் 2021

இல்

பெறுதற்குத் தகுதியடையவர் என முறையாக அமைக்கப்பெற்ற தேர்வினோர்

முதல் வகுப்பு

நடைபெற்ற தேர்வுகளில் சான்றளித்தவாறு,

பெற்று இச்சான்றிதழ் பெறுதற்கு உரியவர் ஆகின்றார் என இதன்வழி அறிவிக்கின்றது.

பல்கலைக்கழக இலச்சினையுடன் இது வழங்கப்படுகின்றது.

The Senate of the MADURAI KAMARAJ UNIVERSITY

hereby makes known that MOHAMED RAKKAN A has been admitted to the

DEGREE OF BACHELOR OF COMMERCE (COMPUTER APPLICATIONS)

he/she having been certified by duly appointed Examiners to be qualified to receive the same, and
having been placed by them in the

FIRST CLASS

at the

Examination held in APRIL 2021

in the MEDIUM: ENGLISH

Register No.: B8C15737

Centre Code.: 256

Given under the seal of the University



நாள் Date 13 July 2022

பல்கலைநகர், மதுரை - 625 021
Palkalai Nagar, Madurai - 625 021

தேர்வாணையர்
Controller of Examinations
in-charge

பதிவாளர்
Registrar
in-charge

துணைவேந்தர்
Vice-Chancellor

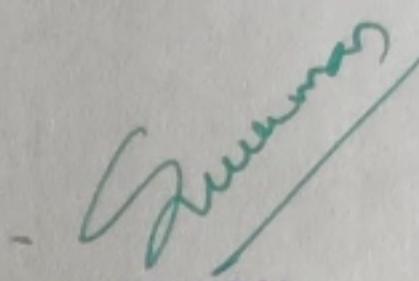


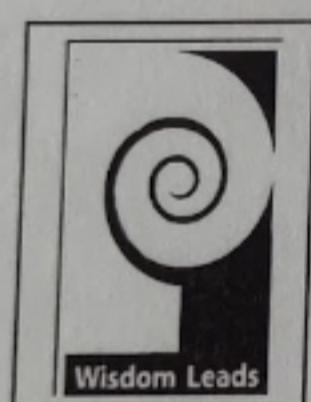
**PARVATHY'S ARTS SCIENCE COLLEGE
WISDOM CITY, DINDIGUL 624 002**

COURSE COMPLETION CERTIFICATE

Date: 05.07.2021

This is to certify that Selvan/Selvi. MOHAMED RAKKAN.A (Reg.No.B8C15737) completed Three Year B.COM CA Degree Course in June 2021 in this college.


PRINCIPAL
PARVATHY'S ARTS & SCIENCE COLLEGE
DINDIGUL - 624 002.

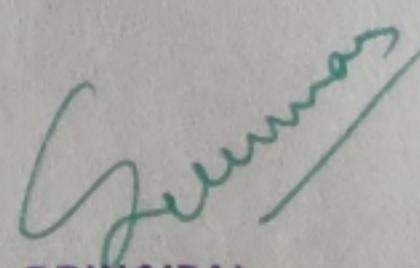


**PARVATHY'S ARTS SCIENCE COLLEGE
WISDOM CITY, DINDIGUL 624 002**

CONDUCT CERTIFICATE

Date: 05.07.2021

This is to certify that Selvan/Selvi. MOHAMED RAKKAN.A (Reg.No.B8C15737) S/o/D/o. AMANULLA.P studied B.COM CA Degree Course in this college during 2018-2021. During the period of study his/her Character and Conduct were found to be good.


PRINCIPAL
PARVATHY'S ARTS & SCIENCE COLLEGE
DINDIGUL - 624 002.

वीजा / VISA



भारत गणराज्य / REPUBLIC OF INDIA

टाईप / Type
P

कोड / Code
IND

राष्ट्रीयता / Nationality
भारतीय / INDIAN

पासपोर्ट न. / Passport No.
U9111432

उपनाम / Surname

AMANULLAH

दिया गया नाम / Given Name(s)

MOHAMED RAKKAN

जन्मतिथि / Date of Birth

23/06/2001

लिंग / Sex

M

जन्म स्थान / Place of Birth

DINDIGUL, TAMIL NADU

जारी करने का स्थान / Place of Issue

MADURAI

जारी करने की तिथि / Date of Issue

17/08/2021

समाप्ति की तिथि / Date of Expiry

16/08/2031

A. Mohamed Rakkam

P<INDAMANULLAH<<MOHAMED<RAKKAN<<<<<<<<<<<<
U9111432<9IND0106234M31081691063504096721<84

वीजा / VISA

34

पिता / कानूनी अधिभावक का नाम / Name of Father / Legal Guardian

AMANULLAH

माता का नाम / Name of Mother

RIZWANA PARVEEN

पति या पत्नी का नाम / Name of Spouse

पता / Address

2, T.V.A NAGAR 3RD STREET, BEGAMPUR

PALLAPATTI, DINDIGUL

PIN: 624002, TAMIL NADU, INDIA

पुराने पासपोर्ट का नं. और इसके जारी होने की तिथि एवं स्थान / Old Passport No. with Date and Place of Issue

फाईल नं. / File No.

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