

# RESUME

Victor raj .Y

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## SUMMARY

Maintain the site and handling vendors , cash, bills, and materials and schedule the works ontime and off time

## CAREER OBJECTIVE

i need to improve my career to be healthy and i need a path to develop and show my skills so job is the only way to all of this

## SKILLS

**Basic computer knowledge**

Ms office and XL

**Quick learn skill**

## EXPERIENCE

Jun-2018 - Till Today

**MSIF , amazon , suvidha engineering (A/C)**

Supervisor, delivery boy , BMS room AC maintenance

(Supervisor )

Handling the customers and our vendors ,cash ,bills , materials , attendance , responsible for sites all activity and problems

(Delivery )

Received the packages and delivery to customers in on door deliver proper

(BMS)office

Full building (AC) control

Any complain in cooling problem beside finding the error or adjusting in to the system with BMS software

## EDUCATION

Degree/Course	Percentage/CGPA	Year of Passing
<b>BA political science</b>	50 %	2018
Presidency college of chennai , Autonomous		
<b>12th</b>	55%	2015
MMA High school , Government		
<b>10th</b>	59 %	2013
Contonment , Board		

## STRENGTHS

Quick learning and  
Creative mind  
interested to learning new information

## AREAS OF INTERESTS

- 1.Documents Handel area
- 2.Supervising
- 3.Relationship office

Like to work office field

Not like to work sales field

## HOBBIES

Sports , games , editings and photo shoot

## PERSONAL DETAILS

Address	No.106 ,AC block , ezhil nager ,perumbakkam Chennai, Tamil Nadu, 600126
Date of Birth	04/05/1998
Gender	Male
Nationality	Indian
Marital Status	Single
Languages Known	English and tamil

## DECLARATION

I hereby declare that all the details furnished here are true to the best of my knowledge and belief.



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