RESUME

G.Manikandan

2/833, Vandiyur Main Road,

Anumarpatti, Vandiyur,

Madurai – 625 020

**E-mail:** Gmaniiim@gmail.com

**Phone:** +91 7358651050

**CAREER OBJECTIVE:**

To work sincerely to an organization that provides professional environment for innovative thinking and to gain experience to improve my managerial and technical skills through my service to the organization.

**JOB EXPERIENCE:**

* Worked as a **Typist** in **Madurai Bench of Madras High Court and Complex, Madurai**. From October 2015 to March 2018.
* I am working as an **Accounts Incharge as well as Admin** in **Aathees Wetcasting Materials**, Madurai. From May 2018.

**JOB DESCRIPTION IN MADURAI BENCH OF MADRAS HIGH COURT COMPLEX:**

* Typing Tamil and English Dictated by Lawers.

**JOB DESCRIPTION IN AATHEES WETCASTING MATERIALS:**

* GST Filing, PF & ESI working, Payroll Preparation, Debtors & Creditors Maintenance
* Purchase Control, Attendance Report, BRS, Petty Cash Maintenance, Dispatch Entry for Sale.

“**A STUDY ON BRAND PREFERENCE – WITH SPECIAL REFERENCE OF WHIRLPOOL WASHING MACHINE, MADURAI**” is a descriptive study aiming at assuming the level of consumer satisfaction and brand preference for Whirlpool Washing Machine. I had undergone field study for 30 days to complete my project.

#### ACADEMIC PROFILE

BBA (2013-2016) Madurai Kamarajar University and College (MKU) Aggregate: 59%

HSLC (2012-2013)Sourashtra Higher Secondary School, Madurai (State Board Aggregate: 48%

SSLC (2010-2011) Sourashtra Higher Secondary School, Madurai (State Board) Aggregate: 59%

**Technical Skill**

* Typing Tamil & English
* Diploma in Computer Application (DCA)
* Tally ERP

**PERSONAL DETAILS**

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| --- | --- |
| **Full Name** | G.Manikandan |
| **E-mail Address** | Gmaniiim@gmail.com |
| **Permanent Address** | 2/833, Vandiyur Main Road,  Anumarpatti, Vandiyur, Madurai – 625 020  Tamil Nadu, India |
| **Contact No** | +917358651050 |
| **Date of Birth** | 22nd October, 1995 |
| **Father’s Name** | Gnanaguru |
| **Occupation** | Grocery Shop |
| **Blood Group** | A + |
| **Marital Status** | Single |
| **Languages (Read, Write and Speak)** | Tamil, English |
| **Hobbies** | Studying, Watch News & Running. |

**ABOUT MYSELF**

I’m a sincere hard worker and have the confidence that I can convert the challenges and difficulties encountered into opportunities to prove myself.

**DECLARATION**

I hereby declare that the information furnished above is true to the best of my knowledge and belief.

Date : Applicant signature

Place :

**(G.MANIKANDAN)**