

RESUME

RAVINDRANATH.M

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OBJECTIVE :

Intend to build a career with leading corporate of Hi-tech environment with committed & dedicated people, which will help me to explore myself fully and realize my potential. Willing to Work as a key player in Challenging & Creative Environment.

EXPERIENCE-1:

- ❖ Company Name : V-Soft Technologies Pvt Ltd.
- ❖ Designation : Backend Operations.
- ❖ From : March 2012 - April 2014.
- ❖ Process : Worked As Data Entry Associate in Banking Sector.

EXPERIENCE -2:

- ❖ Company Name : Instakart Services Pvt Ltd.
- ❖ Designation : Junior Executive Operations.
- ❖ From : June 2015 - Sep 2017.
- ❖ Process : Invoice Process & E - Commerce Logistics.

EXPERIENCE-3:

- ❖ Company Name : Sri Ramanjaneya AGRO EnterPrices.
- ❖ Designation : Billing Executive Process.
- ❖ From : Nov 2017 - March 2019.
- ❖ Process : Worked As A Billing Executive Process.

EXPERIENCE-4:-

- ❖ Company Name : Clean Harbour India Pvt Ltd.
- ❖ Designation : Billing Associate.
- ❖ From : April 2019 - June 2019.
- ❖ Process : Worked as Data Entry Associative.

TECHNICAL-Skills : Windows10 , SQL,
Package : MS-Office, Advanced Excel.
Typing Speed : 40Wpm(Numeric and Alphabet).

EDUCATIONS:-

MCA (Master Of Computer Applications), Completed in Chennai, Madras University

From (2007 – 2010), With 70% in Indira Institute Of Computer Application.

STRENGTHS :-

- ❖ Hard Working, Task Oriented and Friendly Nature.
- ❖ Good Communication Skills.
- ❖ I am Fond of Learning New Things.
- ❖ I am Self Motivated.

➤ ACHIVEMENTS : I won 3rd Prize from MS – Office &Advanced Excel, In A – Tech Computers Institute.

➤ AMBITION- : I want to be a Respectable Person in the Organization.

PERSONAL PROFILE:-

NAME : Ravindranath.M

FATHER'S NAME : MK.Jagadeeswararao.

DATE OF BIRTH : 10th March 1984.

SEX : Male.

MARITAL STATUS : Married.

HOBBIES : Playing Carroms and Listening to Music.

LANGUAGES KNOWN : English & Telugu.

ADDRESS : Chebrole, West Godavari District.

DECLARATION :

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

Date :

Place:

(Ravindranadh.M)