

Resume – CV

NAME – M.hemachandran

E-MAIL ID – m.r.hemachandran078@gamil.com

AGE – 22

DOB – 16/03/2000

ADDRESS – No:07,3rd Cross street, K.G Nagar, thiruninravur

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ACADEMIC DETAILS:

- SSLC (2015) with an aggregate of 68% from Jaigopal Garodia national hr. sec.School
- . HSC (2017) with an aggregate of 72% from W.PA Soundarapandian hr. sec.School
- . B.COM (general) with an aggregate of 62% from madras university

WORK EXPERIENCE:

- Worked as an office admin in Kumar's groups at Anna Nagar from sep-2020 to oct-2021 Role: Accounting.

- Nov – 2021 to June – 2022 worked in Smart trans at Madhavaram

Role: Accounts dept.

SKILLS:

- MS Word
- MS Powerpoint
- MS Excel
- Tally exp9

DECLARATION:

I here declare that the above-written particulars are true to the best of my knowledge and belief.

Yours faithfully

