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| **Permanent Address**  T C 6/978,  Parambuparathu Puthan Veedu, Vellanvilakam, Manchadimoodu, Vattiyoorkavu P O,  Pin code: 695013**, T V M**, Kerala, India. Mobile: +919633406627  **E-Mail :**  VISHNU.DHRUV @gmail.com Personal Details **DOB**: 26/08/1993  **Sex**: Male  **Marital Status**: Single  **Religion**: Hindu  **Nationality**: Indian  **Languages known:**  English  Malayalam  Hindi  Tamil | **VISHNU R G**  **CAREER OBJECTIVES**  **“MUTUAL GROWTH AND MUTUAL SATISFACTION THROUGH HARD WORK”**  To gain a challenging and responsible position in an established organization where my professional experience will have valuable application.  **EXPERIENCE**   * Nakshatra Surgicals & Pharma * Confident Group – Junior Executive Accounts ( June 2017 to Nov 2019) * Confident Group – Junior Executive Comercial ( Nov 2019 to March 2020) * INSPIRE Institute ( April 2016 to April 2018)   **ACADEMIC QUALIFICATION**   * Passed M.COM (Taxation) from Chand Academy in 2016. * Passed TALLY from Keltron Study Centre with A Grade in 2014. * Passed B.COM from Chand Academy with Second Class in 2014. * Passed Higher Secondary with 70% in 2011. * Passed 10th with 76% in 2009.   **COMPUTER SKILLS**  **Software Known**   * MS office * Tally ERP 9   **Operating Systems known**   * Windows7, Windows 8, Windows 10   **HOBBIES & EXTRA CURRICULAR ACTIVITIES**   * + - Interacting with people's.     - Web surfing.     - Travelling.     - Reading Books.     - Cricket playing     - Served as coordinator in college events in an effective manner.   **STRENGHTHS**  I am a motivated, sincere and results driven person who has the ability to quickly establish support, and maintain ongoing working relationships with others at all levels. I strongly believe my strong interpersonal, Leadership and communication skills, qualification and strong service orientation, and the capacity for hard work, are the key attributes to offer.  **PROFILE SUMMARY**   * Proficient in grasping new technical concepts and utilizing them in an effective manner. * Seeking job in administration and accounting field with an organization of high repute. * Effective communicator with strong analytical problem solving and organizational abilities. * Team oriented, innovative and a self starter. * Ability to adopt new technologies quickly and to work well under pressure within guidelines.   **DECLARATION**  I hereby confirm that the information given above is true to the best of my knowledge and belief.  Date :  Place : VATTIYOORKAVU VISHNU RG |
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