

Akshay kumar

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## Objective

To achieve excellence in technology and use my skills to the almost benefit of the organization. Be a good team player with high levels of motivation and sincerity

## Educational Qualification

- **S.S.L.C** – Basaveshwara Boys High School Rajajinagar
- **P.U.C** – Basaveshwara Pre University Collage
- **B. Com** – Gitam University Bangalore.

## Work Experience

Working as “**Operation Executive**” at Xperienz Pvt. Ltd from July 10<sup>th</sup> 2017.

- Reporting: MIS Sharing to vendors, Daily & monthly Report, SLA Report Tracker.
- Escalation
- Bridge between team and management.
- Billing Jambix Software Pvt Ltd.
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## Professional Profile

Working as “**Process Associate**” at Accenture service Pvt. Ltd deputed by Man Power

Consultants Pvt LTD, from November 18<sup>th</sup> 2014 to July 7<sup>th</sup> 2017

- Reporting: MIS Sharing to vendors, Daily & monthly Report, SLA Report Tracker.
- Team Handling
- Escalation
- Bridge between team and management.
- Billing in Symantec Software Pvt Ltd.

‘Shri Mahalakshmi Associates’ as billing in charge (Nov 2013 to 17<sup>th</sup> Nov 2014)

## Roles and Responsibility

- Tally work
- Bank and Cash handling
- Billing in SBS software

### Technical Skills

- MS Word, MS Excel, MS Power point
- TALLY ERP 9.0
- Operating Network System
- Transport Management System

### Strengths

- A team Player with ability to motivate others.
- Positive attitude and objective oriented thinking.
- Quick at learning and confident in meeting requirements.

### Hobbies

- Cricket
- Carrom
- Table Tennis
- Reading Stories

### Personal Profile

Father's Name : Sudhakar

Mother's Name : Manjula

Nationality : Indian

Date of Birth : 07 May 1994

Gender : Male

Marital Status : Single

Languages Known : Kannada, Hindi. English & Konkani

Mother Tongue : Konkani

Address : NO 5/1 6<sup>th</sup> cross  
Maruthi Extension  
Malleshwaram

### **Declaration**

I hereby declare that all the information furnished above is true to the best of my knowledge and belief. I will do my duties to the best of my ability.

Date :

Place : Bangalore.

**(AKSHAY KUMAR)**