

## ***CURRICULUM VITAE***

**RAJKUMAR.R**

Phone: 9789363575.

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**R.RAJKUMAR S/O RATHINAM,**  
No 21, Karnam Street,  
Arani [Post],  
Ponneri [taluk],  
Tiruvallur [Dist] -601201.

### **Objective:**

To be an active member and to grow along with the company. Thus enjoying every moment of my involvement.

### **Academic Qualification:**

<b>Qualification</b>	<b>College / Board</b>	<b>Percentage</b>	<b>Year of Passing</b>
<b>H.S.C.C</b>	<b>Private Board Examination</b>	<b>45%</b> <b>(Third class)</b>	<b>April 2014</b>
<b>(ITESM)</b> <b>Information Technology and Electronic System maintenance</b>	<b>Government ITI , Ambuttur</b>	<b>79%</b> <b>(First class)</b>	<b>August 2010</b>
<b>S.S.L.C.</b>	<b>M.K.V. High Sec School, Arani</b>	<b>62%</b> <b>(Second class)</b>	<b>April 2008</b>

### Additional Information:

- HDCA in CSC Computer Education

### Working Company:

- 🇮🇳 BLUE DART & DHL, Periyapalayam – (Join date: Sep 10, 2010 to Oct 2011) OFFICE ASSISTANT
- 🇮🇳 Honda Motors Pvt Ltd, Periyapalayam – (Join date: Oct, 2011 to April 2012) Location Managements
- 🇮🇳 Tulsyan NEC Limited, D4 Sipco Industrial Complex, Gummidipoondi – 601201. (Join date : June 1, 2012, Still Working)

### Description:

🇮🇳 Dispatch Assistant (9 Years)

### Working Process:

- 🇮🇳 Check the Material.
- 🇮🇳 Check the given Order's.
- 🇮🇳 Check all details and give him.
- 🇮🇳 computer billing (system wise billing ) & ERP System
- 🇮🇳 Solve the Department Problem.
- 🇮🇳 Tally prime

### Extra – Curricular Activities:

#### Hobbies:

- Reading books
- Playing and watching Cricket
- Listening Music, Drawing

**Personal Details:**

<b>Name</b>	<b>RAJKUMAR.R</b>
<b>Father's Name</b>	<b>RATHINAM.N (Late)</b>
<b>Mother's Name</b>	<b>HEMAVATHI.R</b>
<b>Sex</b>	<b>Male</b>
<b>Date of Birth</b>	<b>August 19,1992</b>
<b>Nationality</b>	<b>Indian</b>
<b>Religion</b>	<b>Hindu</b>
<b>Languages Known</b>	<b>Tamil , English</b>
<b>Blood Group</b>	<b>B +ve</b>
<b>Permanent Address</b>	<b>No: 19, Karnam St, Arani-601101, Ponneri (taluk) Thiruvallur (dist),</b>

**Declaration:**

I hereby declare that the particulars and facts stated herein are true, correct and complete to the best of my knowledge and belief.

**Place : Arani**

**Yours Truly,**

**Date :**

**(RAJKUMAR.R)**