

CHANDRAN D

No. 1/95, Bajanai Kovil Street,
Pandur (Post)
Thiruvallur (T.K) (D.T)
Pin Code: 631203

Email : chandrand57@gmail.com
Mobile No : +91 6369909599

OBJECTIVE :

To be an associate of your company and join the organization which can help me to develop my skills with the knowledge. I am stuffed . Eventually giving up my at most far the knowledge and the flourish of the company.

EDUCATIONAL QUALIFICATION:

Degree Examination	Board / University	Year of Passing	Class
B.com	SS Govt., Arts and Science College Tiruttani	2018	Second class
XII	T.L.C.KABIC Hr., Sec., School, Pandur	2015	First class
X Standard	T.L.C.KABIC Hr., Sec., School, Pandur	2013	First class

EXPERIENCE**Computer Age Management Services****Experience Duration :**

May 2019 - Till date

Roles:

- ❖ Data Safe Keeping
- ❖ On boarding document verification
- ❖ OBT process
- ❖ Document Inward and Outward
- ❖ Handling HR document
- ❖ Data entry operator

TECHNICAL EXPERTISE

❖ Platform Worked : Windows, MS office

HOBBIES

- ❖ Playing Volley ball and cricket
- ❖ Listening Music

PERSONAL TRAITS

- ❖ Self motivating
- ❖ Adaptive
- ❖ Trustworthy Team Player

PERSONAL PROFILE

Name : Chandran D
Father Name : Durai Raj L
Gender : Male
Date of Birth : 05.05.1998
Language Known : English and Tamil
Mobile : 8098876384
Permanent Address : No 1/95, Bajanai Kovil Street,
Pandur (Post)
Thiruvallur district - 631203

DECLARATION

I hereby certify that the above given information by me are true to the best of my knowledge and belief.

Place :

Yours Faithfully

Date :

(D. CHANDRAN)