

# Sathish Kumar.E

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Email:

## Objective

To associate myself with an esteemed organization where I can utilize technical skills and my versatility to adapt to the ever changing technology and be a part of a company where I can showcase my enthusiasm for innovation.

## Educational Qualification

Degree	Name of the institution	Year of Passing	Percentage
B.E.	D.M.I College of Engineering (Electronics and Communication Engineering)	2011-2014	55%
Diploma	Little flower polytechnic college	2008-2011	83%
X	Santhome higher secondary school	2007-2008	68%

## Work experience

- Worked as Process Associate in RR Donnelley from July 2016 to Nov 2016
- Worked as Store Co-ordinator in Peppertap(Online grocery app) from Sept 2015 to Feb 2016.
- Worked as Project Assistant in All new project center from Jan 2015 and May 2015.

## Job Description

### Process associate

- Liaising with the claimant and advising them on any issues that arise
- Help the insurer investigate the claim to ensure it's genuine.
- Working with risk analysts, brokers and underwriters
- Ensuring a fair settlement and good customer service for the client

### Store Co-ordinator

- Ordering and keeping the store stocked at all times within budgetary.
- Tracking the status of inventory on a weekly basis and providing timely sales reports to staff.
- Make bill payment for the purchasing material.
- Coordinate with store manager.

## **Project Assistant**

- Making final year project based on mechanical and electronics.
- Designing and testing the project kits.

## **Languages Known**

- English
- Tamil

## **Interests/Hobbies**

- Listening songs
- Drawing
- Dancing

## **Personal Profile**

**Name** : Sathish Kumar .E

**Father's Name** : S. Elumalai

**Mother's Name** : E. Poongodi

**Address** : No.3/330 Thirvalluvar Nagar,  
Anna salai,  
Jalladianpet,  
Medavakkam,  
Chennai-600100.

**Date of Birth** : 05th NOV 1991

**Gender** : Male

**Marital status** : Married

**Nationality** : Indian

## **Declaration**

I hereby declare that all the above furnished details are correct up to my knowledge.

**Place:** Chennai

**Date:**

Sathish

Kumar.E