

# RESUME

N.VIMALATHITHAN

Cell: 9943704746

Email: [vimalathithan51@gmail.com](mailto:vimalathithan51@gmail.com)

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## OBJECTIVE

Looking for a challenging career which demands the best of my professional ability in terms of technical and analytical skills and helps me in broadening and enhancing my current skill and knowledge.

## EDUCATIONAL QUALIFICATION :

Qualification	Institute / College	Board / University	Year	%
B.E Mechanical	Parisutham Institute of Technology and Science	Anna University	2011-2015	7.10 (cgpa)
H.S.S.C	Ponnaiyah Ramajayam Public Higher Secondary School	State Board	2011	71.75
S.S.L.C	Kalayana Sundaram Higher Secondary School	State Board	2009	79.4

## EXPERIENCE:

HDFC Bank Ltd (From Jan'2019 to till date) - Chennai as a “**Sales Officer – Commercial Transportation Group – Working Capital**”.

- ✓ Handling portfolio in Chennai and Vellore regions.
- ✓ Communicate with customer and collect required documents as per bank norms and maintain timely renewal.
- ✓ Coordinate with branch and other teams for finding potential customer in the market.
- ✓ Interacting with the credit people for better approvals and end to end TAT.
- ✓ Coordinate with operations team to maintain a smooth disbursement process.
- ✓ Responsible for productivity of each and every resource.
- ✓ Responsible for maintaining a healthy portfolio with support of collection team.

M/s. Diamond Engineering Pvt Ltd (From Feb'2017 to Jan'2019) - Chennai as a “**Purchase Engineer**”.

- ✓ Materials request from planning department counter check with customer drawing specifications /requirements.
- ✓ Preparing purchase orders according to the client drawing specification / requirement. Discuss with the suppliers and placing orders after negotiation.
- ✓ Interact with customer for any alternate material approval / additional details requirements.

## MAJOR PROJECT HANDLED:

- ✓ FLSmidth - Chennai: Stacker & Reclaimer assembly parts, Platform & Handrails
- ✓ Bedeschi – Italia : Rack Super Structure, Portal Structures
- ✓ Tenova - Takraf – Slag & Gypsum handling system , Conveying Blades
- ✓ CVL – Trichy : Support Structures

M/s. JAI-RAJ Industries (Aug'15 to Jan'17 ) – Trichy as “**Production Engineer**”

- ✓ Preparing Check Sheets & Inspection documentation, monitor the production process as per Work instruction
- ✓ Coordination with Client / External Inspection agencies for in process & Final Inspection stages.

#### **TECHNICAL SKILL**

- ✓ NDT – DPT, MPI, UT&RT ASNT Level II
- ✓ Certification in Honours in Diploma in Computer Application ( HDCA )
- ✓ Able to operate Microsoft office ,Auto CADD , PRO-E & Windows

#### **PROFESSIONAL SKILLS**

- ✓ Excellent Communication Skills, Presentation Skills and Leadership qualities.
- ✓ Honor in Work Dedication, Task initiation, Self Starter and Self Supervision.
- ✓ Effectively worked in tight schedule to meet the dead lines.
- ✓ Consistent performer and believes in team effort.

#### **CO-CURRICULAR ACTIVITIES**

- ✓ Attended a Robotics Championship conducted by ARK Techno solutions.
- ✓ Attended a National Level Tech- Fest conducted by PITS, Thanjavur .

### **PERSONAL PROFILE**

Name : N.Vimalathithan

Father's name : K.Narayanasami

Mother's name. : M.Maheswari

Date of birth : 30-11-1993

Gender : Male

Marital status : Single

Nationality : Indian

Religion : Hindu

Language known : English & Tamil

Permanent address : 3/352, south street ,Thalavaipalayam,  
Mariammankoil (po), Thanjavur – 613501.

#### **DECLARATION**

I hereby declare that all the above mentioned details are true to the best of my knowledge.

Place : Chennai

yours truly,

Date :

(N.Vimalathithan)