

LESBIN C. RAJAN

Cheruvathoor (Ho)

Sasthriji Nagar 4th Avenue

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Thrissur, Kerala

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CAREER OBJECTIVE

- To give my best to the company as a programmer and stay with the firm for its further development by contributing my ideas.
- Stand with the management in the competitive environment.

ACADMIC CREDENTIALS

- PLUS-TWO under NIOS (2008)
- S.S.L.C under State Board of Examination, Kerala (2006)

PROFESSIONAL CREDENTIALS

- MCA from BHARATHIAR UNIVERSITY (2014).
- BCA from BHARATHIAR UNIVERSITY (2011)
- Diploma in CCTV, Biometrics, Access Control, Fire Alarm System,
- Diploma in computer software application (Tally ERP 9 & MS Excel, Peachtree)
- Degree in Air hostess, Hospitality and Fire and Safety Services
- Fidelio Software Hotel Room Management System
- Galileo Software Computerized Reservation System (C R S)

KEY SKILLS

- | | | |
|-----------------------|---|--|
| • DATABASES | : | MYSQL, Microsoft Access |
| • MARKUP LANGUAGES | : | HTML |
| • OFFICE SUITS | : | MS OFFICE (Word, PowerPoint, EXCEL, ACCESS) |
| • OPERATING SYSTEM | : | Windows, Linux, Mac, Server OS |
| • SOFTWARES | : | Adobe Creative Suit (Photoshop, Illustrator, In design)
Dream Weaver |
| • MOBILE TECHNOLOGIES | : | IOS, Android |

ACCOUNTING PAKAGES



Computerized Accounting, Manual Accounting and Lab Training

Audit Experience : Fixed Assets & Stock maintained

EXPERIENCE

- Worked as web developer and Graphic Designer at InfoPark, Koratty (Thrissur) for 9 Months
 - Created complex graphics and professional designs for a variety of businesses, organizations, professionals and individuals, including custom graphic
- Working as IT Support Engineer at Strawberry Technology (Eranamkulam)
 - Handled all help desk calls, ordered new supplies and maintained contact with IT vendors.
 - Cctv Monitoring,
 - Camera & DVR Installation,
 - Fire Alarm System maintenance,
 - Biometric System ,
 - Mail Connecting
 - Access System
 - Router Configuration
 - Epabx
 - Troubleshooting of all Branded & Assembled Desktops
 - Making Business Development Reports (**MIS**), and IT Reports
 - Maintaining fruitful relationships with existing customers
 - Developing quotes and proposals
 - Training personnel and helping team members develop their skills
 - Contacting clients to inform them about new developments in the company's products
 - IT Auditing
- Installation, Reports : MDMIS Report, Management Flow chart Design, Monitoring, Handling Network issues, IT Audit, Handling Hardware Issues, Clouds Handling, Web Developing , Sign board Making , Logo Creation, Routers & Modems Configurations, Stock Maintains,

PERSONAL STRENGTHS

- Avid interest in current state-of-the-art computer technology
- Watching tutorials and studying about various software application developments
- Good Management Skills, Confident, Courage, Honest, Dedication & Hard Work
- Positive attitude towards all types of problems
- Good hand over finding solution to new requirements in timely manner
- Advanced problem solving abilities

PERSONAL INFORMATIONS

- D O B : 07-12-1990
- Sex : Male
- Marital Status : Single
- Nationality : Indian
- Father's Name : C G Rajan
- Mother's Name : K C Shobha

HOBBIES

- Traveling, Surfing Internet, Reading Books and Cooking
- Gathering Info about new changes in Technologies and Devices

LANGUAGES KNOWN

- English, Hindi, Tamil, Malayalam, (Mother tongue), Arabic (Basic)

PASSPORT DETAILS

- Passport No : N5974620
- Place of issue : Cochin
- Date of issue : 04-01-2016
- Date of expiry : 03-01-2026

DECLARATION

I hereby declare that the above given information are from my best mind

Place : Thrissur

Date :

Yours Faithfully

Lesbin C Rajan