

# Vimalraj S

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## Summary

- Self-motivated and hardworking seeking for an opportunity to work in a challenging environment to prove my skills and utilize my knowledge & intelligence in the growth of organization.

## Skills

Technical Expertise	Installation and configuration of Windows Client OS.
Operating Systems	Microsoft Windows XP/Vista/7/8
Peripheral Network devices	Printers and Scanners.
Mail application	MS Outlook 2003/2007/2010.
Software Applications	Microsoft Office (Ms Word , Excel, PowerPoint)

## Relevant Work Experience

Sep 2012 – May 2015

PDF Operator

*Scientific Publishing Services*

Jul2015-Jun2017

*Back End Operations*

*Vijayshree Investigators & Surveyors*

Dec-2017-  
NOV-2022

SENIOR EXECUTIVE

MAGMA FINCORP LIMITED -POONAWALLA FINCORP LIMITED

## Education

EDUCATION	INSTTUTION	UNIVERISITY	YEAR OF PASSING	% OF MARKS
M.C.A	VELS University, Chennai	VELS University, Chennai	2015	82%
B.C.A	Loyola College Arts & Science Vettavalam	Thiruvalluvar University	2012	65%
H.S.C	Government Higher Secondary School, Vettavalam	State Board	2009	60%
S.S.L.C	Saint Mary's Higher Secondary School, Vettavalam.	State Board	2007	52%

# Certifications

- Diploma in Computer Application (DCA)
- Tally
- Typing
- Networking and Network Security

# Hobbies

- Cooking
- Listening to music
- Reading Non Fiction

# Personal Information

Name: Vimalraj S

Fathers Name: Srinivasan K

Mother Name: Panjatha S

Date of birth: 08/05/1989

Marital status: married

Languages known: Tamil, English

Place - Bangalore

Signature