

# RAJA.P

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Karayanchavadi,  
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## Career Objective

To create and explore newer pathways and technologies in the times ahead by way of which learn, leverage it for the betterment and success of the organization.

## Educational Background

Degree	College/University	Year of Passing
BACHELOR OF COMPUTER APPLICATION(BCA)	UNIVERSITY OF MADRAS	2009
DIPLOMA IN INFORMATION TECHNOLOGY	THIRU SEVEN HILLS POLYTECHNIC COLLEGE	2006
HSC	ST JOHNS MAT HR SEC SCHOOL	2003
SSLC	ANNA HIGHER SEC SCHOOL	2001

## Technical Skills

Software	
Operating Systems	Microsoft WIN 98/ 2000 / XP / vista/WIN 7 and WIN 8.
Programming Languages	HTML5, CSS3, XML, JAVA SCRIPT.
Editors & converters	Photoshop, Acrobat, Ms Office packages, Epsilon, Abby Fine Reader, and Ultra edit.
Designing	Adobe Photoshop, Designing web pages, using HTML5 and CSS3.
Devices worked	Developing ebooks for IPAD (ibooks), (epub & MOBI) and others Tablets (nook, kindle, Kobo) IOS and Android OS

## EXPERIENCE

WORK PLACE	
Heave Tech Software solutions Pvt Ltd.	As <b>project manager</b> from Feb - 2014 - Till date
Seek Digital Publishing, Bangalore.	As <b>Team Lead</b> from may - 2012 to Feb -2014
Gantec Publishing	As Senior <b>Executive</b> from 12 <sup>th</sup> Dec 2011 till 2 <sup>nd</sup> May 2012
Macmillan publishing service (MPS)	As <b>Executive</b> for 1 year 5 monts from 12 <sup>th</sup> July 2010 till 10 <sup>th</sup> December 2011
CODE MANTRA (ZDSPL)	As <b>Senior processor</b> for 2 years from May 9 <sup>th</sup> 2008 to 9 <sup>th</sup> July 2010
MATIVE GLOBAL TECH	As <b>Book analyser</b> for 10 months from July 4 <sup>th</sup> 2007 to 2 <sup>nd</sup> of may 2008
IN4MATIVE TECH	In <b>Conversion department</b> for 10 months from July 6 <sup>th</sup> 2006 to May 3 <sup>rd</sup> 2007

Skype: Raja.Charley



Concern 1	Fields
<b>Project</b>	Developing e-learning projects using HTML 5 , CSS 3 and JS for ibooks in various formats like fixed layout, interactive and animation (IOS devices, Kindle, Browsers and mobile devices)
<b>Client</b>	Amazon, Macmillan, Ingram, Wiley, eBook nl, penguin, Palgrave.
<b>Role</b>	<b>Project manager</b>
<b>Employer</b>	<b>Heave Tech Software solutions Pvt Ltd.</b>
<b>Duration</b>	Feb -2014 to till date
<b>Project Description</b>	<ul style="list-style-type: none"> <li><b>E-learning</b> projects which is compatible with IOS devices and web readers.</li> </ul>
<b>Responsibilities</b>	<ul style="list-style-type: none"> <li>Interacting with the client on the projects.</li> <li>Analyzing the project specifications and prepare checklist for each individual project.</li> <li>Schedule TAT for the process to be completed.</li> <li>Mailing queries to the clients if any.</li> <li>Understanding the complete specification on the project and drive the team towards the specification.</li> <li>Interacting with the team on daily basis for updates on the work flow, and maintain individual report of the team members,</li> <li>Prepare an individual time sheet on each project handled by the team.</li> <li>Allocate team on the production, and track each workflow done on a daily, weekly and monthly basis.</li> <li>Handling QC team on each process and makes them understand the project spec completely.</li> <li>Make sure the file is completed with 100% quality before delivering to the client.</li> <li>Deliver the files to the clients on time and draft mail on completion of the project.</li> </ul>
<b>Team Size</b>	35 members
<b>Environment</b>	<b>HTML 5, CSS 3, jquery, and Photoshop</b>

Concern 2	Fields
<b>Project</b>	In Developing epub for ibooks in fixed layout format epub 3 & interactive epub using HTML5 and CSS3 (IOS devices)
<b>Client</b>	Pearson & paaragon publishers
<b>Role</b>	<b>Team Lead</b>
<b>Employer</b>	<b>SDP – Seek Digital Publishing, Bangalore.</b>
<b>Duration</b>	April - 2012 – Feb -2014
<b>Project Description</b>	<ul style="list-style-type: none"> <li>eBooks for ibook app ( IOS ) devices using <b>HTML 5, CSS 3</b> and <b>java script</b>. Fixing errors in browser view, and pass it to create <b>epub</b> for the require devices.</li> </ul>
<b>Responsibilities</b>	<ul style="list-style-type: none"> <li>Allocating jobs to the production team.</li> <li>Handling a production team of 15 members</li> <li>Checking files in browsers and devices as clients requirements and deliver it with 100% accuracy and report it to the project head.</li> </ul>
<b>Team Size</b>	26 members
<b>Environment</b>	<b>HTML 5, CSS 3, jquery, and Photoshop</b>



Concern 3	Fields
<b>Project</b>	<b>Developing eBooks HTML5 with fixed layout format</b>
<b>Client</b>	<b>Sheriton, mcgrahill</b>
<b>Role</b>	<b>Senior Executive</b>
<b>Employer</b>	<b>Gantec Publishing Solutions, Chennai</b>
<b>Duration</b>	Dec 2011 - march 2012.
<b>Project Description</b>	<ul style="list-style-type: none"> <li>Developed web pages for Gantec publishing using <b>HTML</b> which is converted from <b>PSD</b> file.</li> <li>Developed eBooks using <b>HTML 5, CSS 3</b> With music's and videos etc..</li> </ul>
<b>Responsibilities</b>	Handling clients and analyzing files to send them the exact duration to finish the project and send quires towards the files.
<b>Team Size</b>	24 members
<b>Environment</b>	<b>Photoshop, PDF, epsilon and adobe digital editions</b>

Concern 4	Fields
<b>Project</b>	<b>Developing eBooks HTML5 with fixed layout format</b>
<b>Client</b>	<b>Palgrave, ingram, bookmaster, MPS and ebook nl.</b>
<b>Role</b>	<b>Executive</b>
<b>Employer</b>	<b>Macmillan Publishing Service Limited(MPS)</b>
<b>Duration</b>	July 2010 - Dec 2011
<b>Project Description</b>	<ul style="list-style-type: none"> <li>Finishing browser tests and fixes errors according to the view in the browsers.</li> <li>Interacting with clients and do sample epub as per the client requirement.</li> </ul>
<b>Responsibilities</b>	Checking Quality of the files from various browsers and will deliver according to the files to 100% error free.
<b>Team Size</b>	32 members
<b>Environment</b>	<b>Photoshop, PDF, epsilon and adobe digital editions.</b>



Concern 5	Fields
Project	Developing eBooks
Client	Penguin and Thomson
Role	Executive
Employer	CODE MANTRA (ZDSPL)
Duration	May 2008 – July 2010
Project Description	<ul style="list-style-type: none"> <li>Finishing browser tests and fixes errors according to the view in the browsers.</li> <li>Impley images from <b>PDF</b> to <b>Photoshop</b> and edit it to fix it in devices with the help of browsers</li> </ul>
Responsibilities	Handling Various Type Of <b>E-Books in epub</b> and Check Online to Send Feedback and Suggestion to Production Dept.
Team Size	23 members
Environment	Photoshop, PDF, epsilon and adobe digital editions.

Concern 6	Fields
Project	Book analyzing
Client	Mative Office documents
Role	Associate
Employer	MATIVE GLOBAL TECH
Duration	May 2008 – July 2010
Project Description	Analyzing Converted scanned documents
Responsibilities	<ul style="list-style-type: none"> <li>Edit images in Photoshop before conversion.</li> <li>Converting Hard copy to soft copy with use of convertor tools</li> <li>Un bounding books for scanning process</li> <li>Impley images from <b>PDF</b> to <b>Photoshop</b> and edit it to fix it in devices with the help of browsers</li> </ul>
Team Size	13 members
Environment	Abby fine reader, Nitro Pdf



Concern 7	Fields
<b>Project</b>	<b>Conversion</b>
<b>Client</b>	<b>Medical records</b>
<b>Role</b>	<b>Associate</b>
<b>Employer</b>	<b>IN4MATIVE TECH</b>
<b>Duration</b>	July 2006 – May 2007
<b>Project Description</b>	Converting medical records to PDF, RTF or DOC
<b>Responsibilities</b>	Converting Hard copy to soft copy with use of convertor tools.
<b>Team Size</b>	16 members
<b>Environment</b>	<b>Abby fine reader, Nitro Pdf</b>

#### FINAL YEAR PROJECT

<b>Project Name</b>	<b>WEB MASTER AND EXPERT SOLUTIONS</b>	
<b>Project Description</b>	Created web pages for school	
<b>Software</b>	<b>Operating System</b>	Windows XP Professional
	<b>Languages</b>	HTML
	<b>Server</b>	TOM CAT SERVER
<b>Role Played</b>	Implementation of "Design, Coding, Testing and Bug Fixing"	

#### EXTRACURRICULAR ACTIVITES

Designing web pages

Sports – Badminton and Cricket

Reading books

Listening to music

<b>Personal Information</b>	
<b>Date of Birth:</b>	15-oct-1983
<b>Languages Known:</b>	English/Tamil
<b>Sex:</b>	Male
<b>Permanent address:</b>	No 28A MSV nagar, karayanchavadi, Chennai - 600056

#### Declaration

I hereby declare that the above furnished details are true and correct to the best of my knowledge.

Yours truly,  
**Raja.P**



RSNECC/HRD/INT/01/02/2014

## Interview Evaluation Form

Name of Candidate: \_\_\_\_\_  
Position Title: \_\_\_\_\_  
Department: \_\_\_\_\_  
Year of Experience: \_\_\_\_\_

Completed By: \_\_\_\_\_  
Interviewer(s): \_\_\_\_\_  
Date of Interview: \_\_\_\_\_

Source of the Candidate: Naukri.com / Newspaper / Walk-in /  
Employee Reference – Please Mention: Employee Code: \_\_\_\_\_

Purpose - This evaluation is to standardize the recording of information collected during an interview and assist in evaluating and comparing different applicants when interviews are completed. Interviewers are encouraged to use the "comments" section to support each applicant's rating. This form is to be completed during and/or immediately following the interview. Please attach additional sheets if needed.

**Rating Key** - HS: HIGHLY SATISFACTORY; S: SATISFACTORY; NS: NOT SATISFACTORY; NA: NOT APPLICABLE

Criteria	HR Comments HS/S/NS/NA	Technical Head (1) Comments HS/S/NS/NA	Technical Head (2) Comments HS/S/NS/NA	GM Comments HS/S/NS/NA
<b>Experience</b> (as it relates to the position)	-S-	-HS-		
<b>Education/Training</b> (relevant to position)	Hands on Experience.	-S-		
<b>Communication Skills</b> (written and verbal)	-HS-	-HS-		
<b>Interest and knowledge of the position</b>				
<b>Presentation</b> (promptness, neatness of resume/application, appearance)				
<b>Problem Solving Skills</b>	-S-	-S-		
<b>Computer Skills</b> (consistent with those required to perform the duties of the position)	-S-	-S-		
<b>Job Stability</b>	-S-	-S-		



Job Related Criteria (Specify)	Handled 8 Members of Team as PM			
Knowledge about the company	-S-	-S-		
Listening Skills	-S-	-S-		
Confidence	-S-	-S-		
Greeted & thanked interviewer	-S-	-S-		
Signature	<i>[Signature]</i>			
Date	21/06/2016			

Candidates Notice : Join on July 1<sup>st</sup>.  
Period

Present CTC : 3.84 L/A  
(Per Annum)

Monthly Salary :

Net Salary :

Benefits :

Expected Salary : 4.6 L/A

**Recommendations:**

*Having good experience in Technical and Team Handling.*

**Status of the Candidates:**



Shortlisted



Hold



Reject

Comments of GM/MD:

Approved/On Hold/Not Suitable

Signature of GM/MD