

# Surender R

H Block/Door No:09,Thiruchinaangupam,Rajakadai,Kaladipet,Chennai-600019  
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## Career Objectives

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- To secure a challenging position in a reputable organization to expand
- my learnings,
- Knowledge, And skills. Secure a responsible career opportunity to fully utilize
- my training, while Making a significant contribution to the success of the
- company.
- H.S.C
- ST PAULS MAHAJANA HIGER SECONDARY SCHOOL,SATHANGADU STREET,KALADIPET,CHENNAI-600019
- State board
- Batch-2023
- Percentage-53.3%

## Work Experience

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Fresher

## Job Responsibilities

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- PLANNING of technical process developments.
- STAFFING management and supervisions.
- ABSENTEESIM to be minimized.
- REPORTING to higher authorities.
- LEADING group formation process.

## Common Activities

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- Basic Computer skills
- Communication skills

## Personal Information

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- NAME : SURENDER.R
- DATE OF BIRTH : 18.09.2005

- FATHER'S NAME : RAJESH.R
- MOTHER'S NAME : BANUMATHI.R
- MOTHER TONGUE : Tamil
- NATIONALITY : Indian
- GENDER : Male
- MARITAL STATUS : Single
- LANGUAGES KNOWN : English, Tamil

## **PERSONAL SKILL**

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- Punctual
- Disciplined
- Experienced in doing team work.
- Ability to adopt changes.
- Leadership
- Quick learner

## **LEISURE INTERSTS**

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- Drawing
- Learn other languages.
- Cricket
- Editing Photos and Videos

## **DECLARATION**

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- I ( Surender R) do here by declare that all the above particulars of
- information are true, correct and complete to the best of my knowledge and
- beliefs.