

# **RESUME**

**VIGNESH.P**

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## **CAREER OBJECTIVE:**

- To work in high-grown organization with a competitive and challenging environment that creates an ideal condition for delivering high quality services
- To secure a responsible position in a reputable organization to expand my learning's, knowledge, and skills.

## **EDUCATIONAL QUALIFICATION:**

<b>COURSE</b>	<b>NAME OF THE INSTITUTION</b>	<b>BOARD/UNIVERSITY</b>	<b>YEAR OF PASSING</b>	<b>PERCENTAGE</b>
B.com(gen)	Vels university ,pallavaram	Autonomous	2019	65
HSC	Government higher secondary school, Chennai.	State_board	2016	65
SSLC	Government higher secondary school , Chennai	State board	2014	66

## **TECHNICAL SKILLS:**

- Typing
- Ms office

## **WORK EXPERIENCE:**

- supervisor
- administrative executive
- Customer care executive

## **PERSONAL SKILLS:**

- Quick learner
- Easily merge with new environment
- Self-motivated and independent
- Go-getter

## **STRENGTHS:**

- Punctual
- Positive thinker

## **HOBBY:**

- Drawing
- Reading books

**PERSONAL PROFILE:**

**Gender:** male

**Date of birth:** 14/06/1997

**Age:** 21

**Languages known:** Tamil, English, Hindi

**Father name:** Palanisamy.k

**Nationality:** Indian

**DECLARATION:**

I hereby declare that the above-mentioned information is true to the best of my knowledge and belief

**PLACE:** Chennai

**DATE:**

**(VIGNESH.P)**