Akshay kumar

**Email :** akshaykumark44@gmail.com

**Mobile:** +**919535569778**

#### Career Objective

To achieve excellence in technology and use my skills to the almost benefit of the organization. Be a good team player with high levels of motivation and sincerity

#### Personal Skills

Hard working, self confidence, quick learner, ability to deal with people diplomatically, willingness to learn, enthusiastic player.

#### Educational Qualification

* S.S.L.C – Basaveshwara Boys High School Rajajinagar
* B. Com – Gitam University Bangalore.

#### Work Experience

Working as “**Operation Executive”** at Xperienz Pvt Ltd. from July 10th 2017 to till date.

* Reporting to Mangers on Daily basis.
* Communicating with upper management to develop strategic operations goals.
* Support along with clerical tasks that aid the daily business.
* Billing in Jambix Software Pvt Ltd.

#### Professional Profile

Working as “**Process Associate with Team Leader**” at Accenture service Pvt. Ltd deputed by Man Power Consultants Pvt LTD, from November 18th 2014 to July 7th 2017

* Reporting: MIS Sharing to vendors, Daily & monthly Report, SLA Report Tracker.
* Team Handling Minimum (45people)
* Escalation
* Bridge between team and management.
* Billing in Symantec Software Pvt Ltd.

Working as “**Billing in charge**” at Shri Mahalakshmi Associates (Nov 2nd 2013 to 17th Nov 2014)

Roles and Responsibility

* Tally Work on daily basis
* Bank and Cash handling
* Billing in Symantec Software Pvt Ltd.

#### Technical Skills

* MS Word, MS Excel, MS Power point
* TALLY ERP 9.0
* Operating Network System

#### Strengths

* A team Player with ability to motivate others.
* Positive attitude and objective oriented thinking.
* Quick at learning and confident in meeting requirements.

#### Hobbies

* Job-related activities.
* Volunteer Work.
* Reading & Writing.
* Sports (Cricket, exercise, running, tennis)

#### Personal Profile

Father’s Name : Sudhakar

Mother’s Name : Manjula

Nationality : Indian

Date of Birth : 07 May 1994

Gender : Male

Marital Status : Single

Languages Known : Kannada, English Hindi & Konkani

Mother Tongue : Konkani

Address : NO 5/1 6th cross

 Maruthi Extension

 Malleshwaram - 560021

#### Declaration

I hereby declare that all above-mentioned information is in accordance with fact or truth up to my knowledge and I bear the responsibilities for the correctness of the above mentioned particulars.

Date :

Place : Bangalore. (**AKSHAY KUMAR)**