**RESUME**

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ARUN SHANKARAN

S/O. R.Shankaran

Hosahatty village **Ph : 97881 40887**

M.Palada Post **E-Mail:arunnuraooty@gmail.com**

The Nilgiris-643004.

##### **OBJECTIVE**

Secure a responsible career opportunity to fully utilize my training and skills, while making a significant contribution to the success of the company.

##### **EDUCATION**

* **Bachelor of Commerce with Computer Applications** at **Kongunadu Arts and Science Collage, Coimbatore.** Year of 2007-2010, with 61%. Barathiyar University, Coimbatore.
* **HSC** at **Government higher Secondary School, Nanjanad, Ooty.** Year of 2005-2007, with 78%.
* **SSLC** at **Government high school Kallakorai, Ooty.** Year of 2003-2005 with 58%.

**CERTIFIED COURSES**

* Microsoft office 2010
* TALLY ERP 9.0
* ASP.NET

**WORKING EXPERIENCE**

* Working as Accountant at Thomson Tours and Travels sub division of Goodshepherd International School Ooty, The Nilgiris from Aug 2018 to December 2020.
* Joined at Muthoot Finance as junior executive on 2nd May 2015 and promoted as Assistant Manager Branch In Charge till 2018 July.
* Accounts executive at The Littlearth Group, Nilgiris for 2 years from April 2nd 2013 to 31st March 2015.
* Stores in-charge at a famous Textiles Spares Company located at Ondiputhur, Coimbatore, named CENTURY ENTERPRISES from 8th Aug 2010 to 31st Oct 2012.

**POSITIVE AND NEGATIVE**

* I will express my voice in a pleased manner.
* Negotiate with all level employees with team spirit.

**COMPUTER KNOWLEDGE**

* **Tally ERP(Accounts and Tax)**
* **MS Office(MS Excel, MS Word and PowerPoint)**
* **Typing Master(25 to 40 words per minute)**
* **Web surfing**
* **GST Filing**
* **TDS Filing**

**PERSONAL PROFILE**

 Name : Arun Shankaran

 Date of birth : 03rd JUNE 1990

 Gender : Male

 Nationality : Indian

 Marital Status : Single

 Religion : Hindu

 Father’s Name : R. Shankaran

 Languages known : English, Tamil

Hobbies : Volley Ball, All Sports Games, Listening to Music.

Current Salary : 25300 /- PM

Expected Salary : Negotiable

Expected Location : Nilgiris

**DECLARATION**

I hereby declare that the above mentioned information is correct up to my knowledge and I bear the responsibility for the correctness of the above-mentioned particulars.

Date:

Place:

ARUN SHANKARAN