**K.MAHESH**

**Email id**: - maheshkodi31@gmail.com **Mobile Number**:9951704009

**Career objective :**

 To work for an organization that offers me a challenging and rewarding career and motivates me in improving my skills and excel in chosen area of assignment

**Educational profile:**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **STREAM** | **COLLEGE** | **BOARD** | **PERCENTAGE** | **YEAR** |
| MBA | SwamyRamandaTirtha Institute of Science & Technology | Jawaharlal Nehru Technological University | 73% | 2015 |
| B.SC(computers) | H.R.D Degree College,Devarakonda. | Osmania University | 63% | 2012 |
| Intermediate | Sri Kranthi Jr College | Board of Intermediate Education | 53% | 2009 |
| S.S.C | Z.P.(boys) High school | Board of Secondary Education | 72% | 2007 |

**Experience:**

Organization : Hyderabad Menzies Air Cargo Pvt Ltd.

Tenure : Feb2017-Oct 2018

Designation : Counter Executive

**Job Responsibilities:**

* Answers customer inquiries via phone, emails from freight forwarders ,agents and airlines.
* Checking the airway bills to concern agent and airlines with related docs.
* Calculating free time and updating as per warehouse contract and generating the invoice for handling and demurrage charges.
* Checking and updating correct shipper ,consignee and notify party details.
* Documents verification for export & import cargo.
* Updating airway bills and generate the segregation reports in HERMES Software.
* Preparing the manifestation report according to the priority flights departures timings.
* Maintain Daily inventory & Tonnage reports.
* Checking Dangerous cargo documents for Export.
* Generating VCT & Examination ticket for customs clearance

**Experience:**

Organization : Paytm Services pvt ltd

Tenure : AUG-2019 –Till Now

Designation : FSE-Branding Execuitive(LFR dep)

**Job Responsibilities:**

* On board the New Pan India brand stores
* Preparing documents newly on-boarded brands for approval
* Oversee the sales process to attract new clients.
* Maintain fruitful relationships with clients and address their needs effectively.
* Research and identify new market opportunities.
* Explanation about the transaction module & cash back offers
* Problem solving the customers transactions issues
* Weekly visiting the Brand stores

**Technical skills:**

* MS OFFICE
* WEB BROWSING

**Strengths:**

Self Confidence.

Positive Thinking, Hard working.

Flexible to work in any kind of environment.

**Other activities & achievements:**

Co-ordinated Finance Event “Siesta 2k-13” State Level Management Meet which was organised by our College Swami ramananda tirtha institute of science and technology in 2013

**Personal details:**

Father name : K.Sambashivarao

Date of birth : 31/07/1991

Gender : Male

Nationality : Indian

Marital status : Married

Passport No : P7714973

Languages Known : English Telugu & Hindi

Address : H.No:8-3-228/4662,Rahamath Nagar, Yousufguda checkpost,Hyderabad

**Declaration:**

I hereby declare that the information furnished above is true to the best of my knowledge.

Place :

Date :

 **(K.MAHESH)**