**RESUME**

**M.THIMMARAJ**

S/O.MUNIRAJ

2/552-A, Karadikuttai (Vill),

Haleseebam (Po),

E-mail Id : [rajukutty339@gmail.com](mailto:rajukutty339@gmail.com) Shoolagiri (Tk),

Phone: **7339577091** Krishnagiri (DT),

Pin - 635119.

**CAREER OBJECTIVE:**

To place myself in a working environment which would have scope for utilizing my existing skills and to develop my working skills myself very useful to the organization.

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| --- | --- | --- | --- | --- |
| **ACADAMIC** | **INSTITUTION** | **BOARD / UNIVERSITY** | **YEAR OF PASSING** | **PERCENTAGE** |
| B.Sc.,  (Computer Science ) | Govt. College Arts & Science, Hosur | PERIYAR UNIVESITY | 2018 | 60 % |
| HSC | Govt.Hr.Sec.School,  Haleseebam | STATE BOARD | 2014 | 72 % |
| SSLC | Govt.Hr.Sec.School,  Haleseebam | STATE BOARD | 2012 | 80 % |

**SOFTWARE EXPOSURE:**

* Computer Course : **Computer Basic**

C++

Java

PHP

Excel Power point

Ms Office

**INDIVIDUAL STRENGTHS:**

* Self Motivated and Self Confident.
* Quick learner.
* Good Communication Skills and approaching manner.

**PERSONAL DETAILS:**

Name : **M.THIMMARAJ**

Father’s Name : MUNIRAJ

Date of Birth : 09.06.1997

Marital Status : Single

Languages : English,Kannada,Telugu,Tamil.

Experience : 3 Years.

Comp Details : Imarque Solution Pvt Ltd,Old Astc Hudco,SBM

Colony,Anthivadi,Hosur,Tamil Nadu,635109.

Job Types : System Administrator, Front Office,Data Entry, TExecutive.

Nationality : Indian.

Address : 2/552-A, Karadikuttai (Vill),

Haleseebam (Po),

Shoolagiri (Tk),

Krishnagiri (DT),

Pin - 635119.

**RESPONSIBILITY:**

Resolving network issues,Diagnosing and repairing faults,Troubleshooting technical issues,Identifying hardware and software solutions,Installing and configuring hardware and software,Applying operating system updates,Perform system maintainance and monitoring system and performance,Maintain system security,Maintain network server file server VPN gateways,Knowledge Admin server laptop,computer,desktop,printer,switches, routers and firewall etc.

**FRONT OFC RESPONSIBILITY:**

Responsible for handling front office reception and administration duties, including greeting guests and offering them a beverage, answering phones, handling company inquiries, and sorting and distributing mail. Mail also schedule meetings and travel for executives.

**DECLARATION:**

The above mentioned facts are true to the best of my knowledge. If given an opportunity; I will work with the best of my abilities.

**Place:** Yours faithfully

**Date :**

**(M.THIMMARAJ)**