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SUBBURAJ J

Phone: +91 8754115912

Email: subbu.kutti4@gmail.com

**CareerObjective**

To associate with an efficient organization that gives me scope to apply my knowledge and skills and work towards achieving organizational objectives.

**Key Attributes:**

* Dedicated and hardworking
* Result-oriented professional
* Enthusiastic and positive attitude
* Team Player and good interpersonal skills
* Zeal to learn new things and a fast learner

**Education:**

Master of Business Administration- Human Resource Management & Marketing (2012-2014)

Infant Jesus collage of engineering and Technology, Keelavallanadu, thoothukudi

Anna University, **67%**

Bachelor of Business Administration- Sri Kaliswari College of arts and science (2009-2012)

Meenakshi puram, Sivakasi,

Madurai Kamaraj University, **56%**

Higher secondary Certificate - Class XII (2009)

A.V higher secondary School, Sattur, Tamilnadu

State Board, **52%**

Secondary School leaving certificate – Class X (2007)

A.V higher secondary School, Sattur, Tamilnadu

State Board, **59%**

**Achievements & Participations:**

* Have actively volunteered in organizing inter collage Meet “***M Festa 2014***” in my institute on March 2014.
* Participated in National level Management Meet “***Human Capital Of India***”, held on 31th of October, 2013 at C.S.I institute of technology, Thovalai, Tamilnadu.
* Participated in one day national seminar “***INDIA'S CURRENT ECONOMIC TURMOIL***“, representing my college, held on 29th October 2013, at A.P.C Mahalakshmi college, thoothukudi, Tamilnadu.
* Active in organising and participating in college programmes
* And I proudly to say I will achieve my productivity record 479 in a single working day. This is a highest record in my project.

**Work Experience:**

**EXL outsourcing partners Pvt ltd**

**Designation**: Associate in F & A Operations

**Tenure**: September 2014 – 26th November 2015

**Place**:. Kochi

**Annamalayar construction**

**Designation**: admin and accountant.

**Tenure**: 20 Jan 2016 to 27 Nov 2018

**Place**:. Thoothukudi.

**Ship fst logistics Services**

**Designation**: Business developer

**Tenure**: 10 Dec 2018 to till date

**Place**: Saudi Arabia

**Computer Proficiency:**

* Working knowledge of MS Office [Word, Excel, and PowerPoint] Tally .9, Oracle, Data base management system, photo shop.

**Project during MBA:**

1. Organization: Jeeva paper board and cubs Pvt Limited,Sattur , Tamilnadu

Duration : 45 days

Subject : A study on” workers satisfaction towards jeeva paper boards & cups, Sattur, Tamilnadu

Key Points of the Project-

* To understand the workers satisfaction in jeeva paper boards and cups.
* To assess the overall employee responciplities and achievements
* To assess the friendly environment.
* To provide transport and safety measures.
1. Organization: Naachiyar paper boards, Sivakasi, Tamilnadu

Duration : 15 days

Subject : Organizational Study

Key Points of the Project-

* To get a view about how all the departments are interconnected.
* To know gain a practical knowledge about the functioning of an organization.

**Project during BBA:**

Organization : Sri Vishnu Motors authorised dealer by hero motors, Sattur, Tamilnadu

Duration : 30 days

Subject : A study on customer opinion towards the Vishnu motors

Key Points of the Project-

* To study about the customer opinion and level of brand awareness of customers on hero motors.
* To identify the factors influencing the selection and purchase of hero motors.
* To analyze the role of advertisement in influencing the purchasing decision.
* To identify the expectation of customer offers and gifts.
* To analyse their promotional activities.

**Personal Dossier:**

Gender : Male

Date of Birth : 27 November 1991

Marital Status : Single

Nationality : Indian

Areas of Interest : Sports, Driving, Browsing & Music

Languages Known : Tamil, English, And Malayalam,

 Arabic

Correspondence Address : 179, pasumpon nagar, nadarajar theatre road sattur, Virudhunagar (dist), Tamilnadu.

Passport Number : N3120724

**References**

* Mr.Krishnakumar, Project Manager, EXL Service Ltd., Kochi. Mob: +91 9447702410
* Mr. Sankar Kumar, owner, annamalayar construction, pudhur. Tamil Nadu : +91 9944215027
* Mr.Mansoor Al barrak CEO ,shipfst logistics service

Saudi Arabia ±966533045238

**Declaration:**

I hereby declare that the information given above is true and to the best of my knowledge. I promise to fulfil all my duties to the best of my abilities when I am appointed.

Subburaj J