

RESUME

G. Kannan
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Professional Objective :

To obtain a challenging position in a company where I can demonstrate my talents and skills, and to grow with the organization by developing my skills.

Educational Qualification:

DEGREE/ EXAMINATION	INSTITUTION	BOARD/ UNIVERSITY	YEAR OF PASSING	PERCENTAGE OF MARKS
B.Com	Indira Gandhi National Open University.	Indira Gandhi National Open University(Distance Education)	June 2024	65.00%
HSC (12 th)	M.S.P.Solai Nadar Memorial Hr.Sec.School, Dindigul.	State Board of School Examination	March 2008	85.75%
SSLC	C.S.I.Dudley Hr.Sec.School, Dindigul.	State Board of School Examination	March 2006	71.40%

Extra Qualification:

HDCA (Honours Diploma in Computer Application)
**Ms-Office, FoxPro,Tally Prime, Visual Basic, SQL Server, Database
management system.**

Type writing : English (Lower)

Areas of Interests:

1. Programming Skills.
2. Designing Skills.

Academic Qualification:**Project Title : Textile Operations in UFI applied on Visual basic.****Personal Profile:**

Date of Birth : 23-11-1990

Gender : Male

Father name : Mr. M. Govindaraj (Late)

Nationality : Indian

Languages known : Tamil, English (Writing & Speaking)

Work Experience:

Name of Concern	Designation	Nature of work	Duration
Martin spinning mills (pvt) Ltd., Dindigul - 624005	HR Assistant	Attendance, wages Preparation. EPF, ESI Statuary filings. Inspector of factories prescribed records keeping.	02 nd January 2011 to 12 th February 2014
Safexpress Logistics (pvt) Ltd., Dindigul	Operations	Logistics Operations Warehouse Management Sales and Compliance	5 th March 2014 to 25 th September 2019
Rama Spinners Prop. Jagajyoti tie-up Pvt Ltd.,	Accounts Assistant	Book Keeping On tally Bank reconciliation Sales & Compliance GST, TDS, EPF, ESIC, MSR, etc.. Statuary filings HR Executive Cash flow maintenance Office administration	19 th November 2019 to 30 th April 2025

Declaration

I hereby declare that the details given above by me are true and Correct to the best of my knowledge.

Date : 20-04-2025**Place : Dindigul****Yours truly,****(G.KANNAN)**