



RAMAMOORTHI MACHENTHIRAN

STOREKEEPER

moorthyram474@gmail.com | +91 8124450282 / +960 7549222 | 78, Karaiyur street, Pudupattinam, Rajamadam PO, Pattukkottai TK, Thanjavur DT, Tamil Nadu - 614701, India | INDIAN |

OBJECTIVE

Dedicated Storekeeper with 2 years of experience. Analyses store KPIs to improve processes and drive results. Expert stock manager and visual merchandiser.

PROFESSIONAL EXPERIENCE

SALES ASSISTANT

May 2024 - present

ELFI MALDIVES PVT LTD. Maldives.

- Ensured stock replenishment in a timely manner to maintain product availability.
- Handled cash transactions swiftly, ensuring accurate accounting at the end of each shift.
- Improved customer service by efficiently handling queries and complaints.
- Conducted daily inventory checks to manage stock levels accurately.
- Monitored display stock levels, replenishing for consistently well-stocked sales floor.
- Updated product labelling and pricing to reflect discounts and offers.
- Completed purchases with cash, credit and debit payment methods, providing customer receipts for reference.
- Accepted card, cash and cheque payments in POS register system.

STOREKEEPER

Apr 2022 - May 2024

PNEUMATIC PVT LTD. Madives.

- Minimised costs by negotiating with suppliers and introducing process efficiencies.
- Organised store layout for improved accessibility and customer convenience.
- Managed procurement processes to maintain optimal stock levels.
- Led monthly stock-take and inventory-count activities, resolving discrepancies.
- Coordinated delivery schedules to ensure consistent availability of merchandise.
- Stocked and restocked inventory upon delivery receipt, maintaining accurate supply records.
- Minimised stock discrepancies with vigilant monitoring and updating of records.
- Sustained clean and orderly storage areas, promoting a safe working environment.
- Operated Point-of-Sale systems efficiently, ensuring accurate transactions.
- Assisted in annual inventory audits for accurate stock records maintenance.
- Completed opening and closing procedures each day.
- Planned logistical operations for safe transportation, storage and sale of goods.

POSTMAN CUM MAIL SORTER

May 2017 - Jun 2019

INDIA POST. India.

- Utilised organisational skills for accurate parcel tracking, reducing lost items.
- Assisted in sorting of incoming mail from central sorting offices for timely distribution.
- Exhibited strong physical stamina carrying heavy bags full of mail and packages regularly.
- Handled cash transactions accurately when delivering cash-on-delivery parcels avoiding discrepancies.
- Secured customer signatures for deliveries using delivery management software.
- Organised mail deliveries by priority and nearest location.
- Delivered parcels and letters to urban and rural locations, ensuring accuracy.
- Improved customer satisfaction by addressing queries regarding postal services swiftly.

EDUCATION

DIRECTORATE OF TECHNICAL EDUCATION

Jun 2014 - Apr 2017

ARJ POLYTECHNIC COLLEGE. India - TamilNadu.

Diploma In Mechanical Engineering

HIGHER SECONDARY SCHOOL

Jun 2012 - Apr 2014

TAMILNADU STATE BOARD . India - TamilNadu.

Agricultural science

SECONDARY SCHOOL LEAVING CERTIFICATE

Jun 2011 - Apr 2012

TAMILNADU STATE BOARD. India - TamilNadu.

General studies

SKILLS

- Online sales
- Cash management
- Self-motivated
- Money handling
- Retail marketing
- Excellent timekeeping
- EPOS knowledge
- Stock merchandising

LANGUAGES

- Tamil
- Hindi
- English

REFERENCES

STANISLAUS GEORGE, Store incharge
Maintanence Assistant Manager, Pneumatic Private Limited | mnscl@pneumatic.mv | 79866539

IBRAHIM DIDI, Supervisor
Showroom manager, Elfi Maldives Private Limited | showroom@elfimaldives.com | +960 9736665

DECLARATION

- I hereby declare that the information furnished above is correct to the best of my Knowledge.



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IND

भारतीय / INDIAN

U9085397

M

01/03/2031

P<INDMACHENTHIRAN<<RAMAMOORTHY<<<<<<<<<<<<
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पिता / कानूनी अभिभावक का नाम / Name of Father / Legal Guardian

MACHENTHIRAN

माता का नाम / Name of Mother

CHANDRA

पति या पत्नी का नाम / Name of Spouse

पता / Address

78, KARYUR STREET, PUDUPATTINAM, RAJAMADAM PO

PATTUKKOTTAI TALUKA, THANJAVUR

PIN: 614701, TAMIL NADU, INDIA

पुराने पारंपरिक का नं. और इसके जारी होने की तिथि एवं स्थान / Old Passport No. with Date and Place of Issue

फाइल नं. / File No.

TR1063282743721

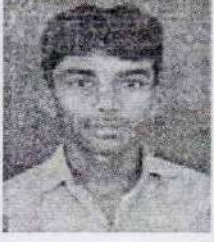


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சான்றிதழ் வ.எண் /
Certificate Sl. No. SEC

0792313



அரசுத் தேர்வுகள் துறை, சென்னை - 600 006
DEPARTMENT OF GOVERNMENT EXAMINATIONS, CHENNAI - 600 006

இடைநிலைப் பள்ளி இறுதி வகுப்புச் சான்றிதழ்
SECONDARY SCHOOL LEAVING CERTIFICATE

புதிய பாடத்திட்டம் / NEW SYLLABUS

பத்தாம் வகுப்பு / X STANDARD

தமிழ்நாடு அரசின் அதிகாரத்திற்கு உட்பட்டு வழங்கப்படுகிறது
ISSUED UNDER THE AUTHORITY OF THE GOVERNMENT OF TAMILNADU



தேர்வர் **RAMAMOORTHY M**

APR 2012

இல் இடைநிலைப்

பள்ளி இறுதி வகுப்புச் சான்றிதழ் பொதுத் தேர்வெழுதிக் கீழ்க்காணும் மதிப்பெண்களைப் பெற்றுள்ளார் என்று சான்றளிக்கப்படுகிறது.

Certified that the above mentioned candidate appeared for the Secondary School Leaving Certificate Public Examination and obtained the following marks :

பாடம் SUBJECT	பெரும் அளவு மதிப்பெண்கள் MAX.MARKS	பெற்ற மதிப்பெண்கள் MARKS OBTAINED
தமிழ் TAMIL	100	055 ZERO FIVE FIVE
ஆங்கிலம் ENGLISH	100	039 ZERO THREE NINE
கணிதம் MATHEMATICS	100	038 ZERO THREE EIGHT
அறிவியல்* SCIENCE*	023	048 ZERO FOUR EIGHT
கருத்தியல் THEORY	100	048 ZERO FOUR EIGHT
செய்முறை PRACTICAL	025	048 ZERO FOUR EIGHT
சமூக அறிவியல் SOCIAL SCIENCE	100	059 ZERO FIVE NINE
மொத்தம் TOTAL	500	239 TWO THREE NINE



பிறந்த தேதி / DATE OF BIRTH 26.05.97	பதிவெண்/REGISTER NO. 1700058	ம.அ.ப.குறியீட்டெண் & நாள் / TMR CODE NO. & DATE G5656766 04.06.2012
பயிற்று மொழி / MEDIUM OF INSTRUCTION TAMIL		
பள்ளியின் பெயர் / NAME OF THE SCHOOL GOVT HR SEC SCHOOL RAJAMADAM		

இடைநிலைப் பள்ளி இறுதி வகுப்புச் சான்றிதழ் பொதுத் தேர்வில் தேர்ச்சி பெற ஒவ்வொரு பாடத்திலும், 100-க்குக் குறைய அளவு முடிந்ததைத் தவிர்த்து மதிப்பெண்கள் பெறுதல் வேண்டும். அறிவியல் பாடத்தில் கருத்தியலில் 75-க்கு 20 மதிப்பெண்களும் மற்றும் செய்முறைத் தேர்வில் 25-க்கு 15 மதிப்பெண்களும் பெறுதல் வேண்டும். இது பகுதி முறையில் தேர்வெழுதித் தேர்ச்சி பெறுவதற்கும் பொருந்தும்.

A PASS IN THE SSLC PUBLIC EXAMINATION REQUIRES A MINIMUM OF THIRTY FIVE PERCENT OF MARKS IN EACH SUBJECT. IN SCIENCE SUBJECT* 20 MARKS OUT OF 75 IN THEORY AND 15 MARKS OUT OF 25 IN PRACTICAL IS REQUIRED. THIS INCLUDES PASSING UNDER THE COMPARTMENTAL SYSTEM ALSO.

(Signature)

செயலாளர்

மாநிலப் பள்ளித் தேர்வுகள் குழுவும் (இடைநிலை), தமிழ்நாடு

SECRETARY

STATE BOARD OF SCHOOL EXAMINATIONS (SEC), TAMILNADU

(Signature)

CANDIDATE'S SIGNATURE



A.R.J POLYTECHNIC COLLEGE

Edayarnatham, Mannargudi. - 614 001
(Approved by AICTE and Affiliated to Directorate of
Technical Education, Chennai, Tamilnadu.)
(ISO 9001:2008 Certified Institution)

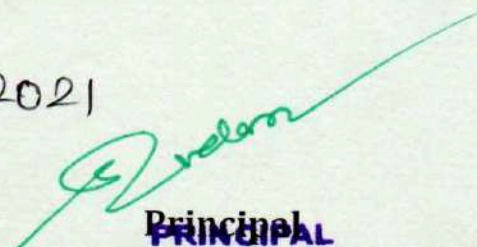
TRANSFER & CONDUCT CERTIFICATE

Register No 15224651

ARJ POLY/ TC No: 119 /2016-17

1. *Name of the student* : RAMAMOORTHY .M
2. *Name of the Father/ Guardian* : MACHENTHIRAN .C
3. *Date of Birth as entered in the Admission Register* : 26-05-1997
(TWENTYSIX -MAY -NINETEEN NINETY SEVEN)
4. *Nationality & Religion* : INDIAN - HINDU
5. *Community & Caste* : MBC-PARUVATHARAJAKULAM
6. *Sex* : MALE
7. *Date of Admission* : 26-06-2014
8. *Date of Leaving* : 20-04-2017
9. *Course/Branch Studied* : DIPLOMA IN MECHANICAL ENGINEERING
10. *Year & Semester studied while leaving* : III Year VI Semester
11. *Whether Qualified for Promotion to next Higher Class* : Refer Mark Sheet
12. *Conduct & Character of the student during the period* : good
13. *Date of Issue* : 17-02-2021




Principal
A. R. J. POLYTECHNIC COLLEGE
EDAYARNATHAM, MANNARGUDI.



A.R.J

S.No : 2127

POLYTECHNIC COLLEGE

(Approved by AICTE, New Delhi & Affiliated to DOTE, Chennai)
An ISO 9001 : 2008 Certified Institution

EDAYARNATHAM, MANNARGUDI - 614 001. THIRUVARUR (Dist.), TN, INDIA.

COURSE COMPLETION CERTIFICATE

Certified that Selvan / Selvi. RAMAMOORTHY . M had
undergone the three-year, full time DIPLOMA in our Institution in MECHANICAL
ENGINEERING Branch during 2014 - 2017

He / She has appeared for the Final Semester Board Examination in
APRIL 2017 with Register No. 15224657

His / Her Conduct and Character have been Good



Office Seal with Date

Selvan
PRINCIPAL
A.R.J. POLYTECHNIC COLLEGE
EDAYARNATHAM, MANNARGUDI

02.10.2020

TO WHOMSOEVER IT MAY CONCERN

This is to certify that Mr. **M. RAMAMOORTHY S/O. MACHENTHIRAN** has been worked in our concern as **Mechanical Site Supervisor** during the period of November 2019 to October 2020.

His conduct and behavior is satisfactory. His skills and qualification proved successful with regards to tasks assigned to him.

This certificate was issued to him upon his own request to be submitted to him it may concern without any liabilities towards others.

For VEESONS ENERGY SYSTEMS PVT. LTD.,


(V.K. GOPALAN)
MANAGER - ADMINISTRATION



BOILER ENGINEERS

Regd. Office & Works

C-14/2, INDUSTRIAL ESTATE, TIRUCHIRAPPALLI-620 015

Tel: 0431 - 2501010/11/15 Fax: 0431-2501414

E-mail: mdo@veesons.com

Website: <http://www.veesons.com>



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AN ISO CERTIFIED COMPANY



G.B. ENGINEERING ENTERPRISES PRIVATE LIMITED

GB/CERT/2019/29

02.08.2019

TO WHOMSOEVER IT MAY CONCERN

This is to certify that Mr. **M. RAMAMOORTHY S/O. MACHENTHIRAN** has worked in our concern as a **Mechanical Supervisor** from **May 2017 to August 2019**.

He is sincere, Industrious and Enthusiastic. During this period his conduct and character were excellent.

I wish him all the success in his future endeavors.


T. ACHUTHAN
DIRECTOR

