



CURICULLAM VITAE

DIVAKARAN.T

Contact No: 056-2788541

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I being B.Sc. -Electronics & Communication system want to establish career to take challenging tasks in a professionally managed organisation that would enable me to augment my knowledge and offer opportunity for future development of my skills and to achieve professional growth by result oriented decision for ultimate growth.

CAREER OBJECTIVE

To Achieve Challenging Position in an organization Where I Can Utilize My Experience, Academic qualifications & strength in conjunction with Organizational Goals & Objective.

EDUCATIONAL QULIFICATION

- B.Sc. -Electronics & Communication system from AJK College- Coimbatore, year 2013
- HSC from Govt Boys Hr Sec School -Nemmara -Kerala, year 2010.
- S.S.L.C from Lourde Matha High School-Mangalam Dam-Kerala, year 2008

TECHNICAL QUALIFICATION

- Certified CSC Education Computer Accountant Using TALLY.ERP 9 successful completion of the course in 2019 has been placed in the overall grade 'B'.

COMPUTER KNOWLEDGE

- Enterprise Resource Planning (ERP) .
- MS.DOS, MS. WINDOWS, MS. WORD &MS. POWERPOINT well versed with Internet.
- Operating System-Windows

PROFESSIONAL EXPERIENCE IN INDIA

Over 9 years of Professional experience in Accounts and Sales.

- Worked as Clerk at Malabar Cements Ltd, undertaken by Government of Kerala.
- Worked as Sales Executive at IFB Appliances (GENIUS)
- Worked as Accountant at SKM Animal Feeds & Food private limited.
- Worked as Account Executive in Appasamy Associates
- Worked as Cashier at Manappuram Finance private limited.

ROLES AND RESPONSIBILITIES:

- Accurately and efficiently operate cash registers
- Ensure that there is sufficient cash in the cash drawer
- Maintain correct cash balances at cash registers
- Sort, count and wrap coins and currency
- Process returns and exchanges
- General clerical experience. Must be detail oriented, with excellent customer interaction skills. Must be able to stand for extended periods.

PERSONAL DETAILS:

Date of Birth : 27-05-1992

Sex : Male

Nationality : Indian

Religion : Hindu

Marital Status : Un married

Language : English, Hindi, Malayalam, Tamil

PASSPORT DETAILS:

Passport No : V 2833995

Date of Issue : 27/09/2021

Date of Expiry : 26/09/2031

Visa Details : Visit Visa

DECLARATION

I hereby declare that all the details furnished above are true to the best of my knowledge and belief.

Date:

DIVAKARAN.T