

RESUME

S.KAMALAKANNAN

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PERMANT ADDRESS

NO.18, BHARTHIYAR STREET,
DEVANASA NAGAR
NEW PERGALATHUR
CHENNAI – 600063.

OBJECTIVE

To obtain a challenging position that will allow me to expand upon my education and contribute to the organization through my acquired knowledge and to work in an inspiring environment that brings out the best in me.

EDUCATIONAL QUALIFICATIONS

COURSE	NAME OF INSTITUTION	EXAMINING AUTHORITY	YEAR OF PASSING
B.COM(CS)	TMG COLLEGE	MADRAS UNIVERSITY	2009-2012
12 TH	SANTHOSH VINYLALAYA MAT.HR.SCHOOL	MATRICULATION	2009
SSLC	CORLY H.SEC.SCHOOL	STATE BOARD	2007

PROJECT PROFILE

TITLES: FINANCIAL ANALYSIS

COMPUTER SKILLS

- MS OFFICE
- TALLY ERP
- TYPE WRITING LOWER

WORK EXPERIENCE

NAME : TUFLITE POLYMERS LTD
POSITION : LOGISTICS OFFICER
EXPERIENCE : 8 YEARS

WORK PROFILE

- ✓ Communicate or monitor with service providers, like C&F Agents, trucking companies and with branch office & Head quarters
- ✓ Monitor inventory transactions at warehouse facilities to assess receiving, storage, shipping, or inventory integrity
- ✓ Enter logistics-related data into databases
- ✓ Identify opportunities for inventory reductions
- ✓ Control inventory levels by conducting physical counts; reconciling with data storage system
- ✓ Interact with Customer and marketing associates the transportation department
- ✓ Verify and validate over, short damaged documentation
- ✓ Update freight rates on a daily basis
- ✓ Run fuel surcharge update weekly
- ✓ Remotely monitor the flow of vehicles or inventory, using Web-based logistics information systems to track vehicles or containers
- ✓ Route or reroute drivers in real time linkup systems to improve operational efficiencies
- ✓ Reorganize shipping schedules to consolidate loads, maximize vehicle usage, or limit the movement of empty vehicles or containers
- ✓ Arrange for sale or lease of excess storage or transport capacity to minimize losses or inefficiencies associated with empty space
- ✓ Provide ongoing analyses in areas like transportation costs, parts procurement, back orders, or delivery processes

JOB PROFILE

- ** Currently handling Warehouse.
- ** Man power handling.
- ** To manage the Audit.
- ** Collect all Distributor Purchase Order and bill process.
- ** All the ITEMS Sorting & Proper dispatch to parties.
- ** Maintaining records of inward, outward & inventory of material as well as assets in practical and system

** All Sales Correspondence Documents with Accounting

** Company's Introductory Letter to be sent to the New Parties.

** To issue the Quotations of all Items Manufactured by the Company.

** Maintaining the Inward, Outward Registers.

** All the Documents Sorting & Proper Filing.

** To maintain the Attendance of all the Firm's employees in Excel Files.

** Accounting Entries of Challans, Purchase Bills, Gate Passes Records keeping, Logistics related to the Administration Department.

MY HOBBY

PLAYING CRICKET WATCHING TV

Educational Qualification: B.COM (CS)

Total experience: 8 YEARS

Reason for changing job: Package

Notice period with current employer: 45 days

Current CTC: 3.5.lack

Expected CTC: 4.5 lack

Currently stationed at: Chennai (Tambaram)

Willingness to relocate: For the right opportunity

Preferred locations: Chennai

Family details: Father G.Sekar (retirement)

Mother: Thilgavathy (housewife)

Helter brother: S.Gowtham (working in private company)

Languages known: Tamil & English speak & write

Any other additional details: Tally & Ms excel

PERSONAL PROFILE

DATE OF BIRTH : 14-6-1991

ATHER NAME : SEKAR.G

MATHER NAME : THILAGAVATHY.S

SEX : MALE

LANGUAGES KNOWN : TAMIL & ENGLISH

NATIONALITY : INDIAN

MARITAL STATUS : *Married*

DECLARATION

I HERE BY DECLARE THAT THE INFORMATION FURNISHED ABOVE IS TRUE TO THE BEST OF MY KNOWLEDGE AND BELIEF

PLACE: CHENNAI

Date:06/10/2021

SIGNATURE

KAMALAKANNAN.S

