Suresh

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| **Objective**  |

Looking for a suitable position in an organization that offers full scope of growth and Challenging work in which my knowledge. And willing to work any challenging project in different sector & interesting to learn new Technologies.

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| **Summary** |

* Worked as Software Engineer at Zealsoftwares and Having around 3 years of experience
* Worked as a Fiber Optic Network Engineer in Telecom Company at Kuwait, having 1 year of experience.
* Worked as a Office Coordinator in welding Inspection Company at Singapore and having 6 months of experience.
* Worked as a Business development officer at Value Focus Technology, Chennai. Having around 1 year of experience.
* Worked as an Operation Executive in Delex Cargo India Limited having around 1 year experience.
* Right now doing business (running MAT manufacturing unit) and 30 members were working in my unit. Since July 2014 to till now.

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| **Area of Interest** |

* As I would like to work in Administration department, having good experience in handling office admin and smooth going person
* Team Lead or Coordinator in any kind of project. Interesting in work with new project. Having good commending power so can make a team to do the job efficiently
* System oriented work, because basically from Computer engineer graduate so can handle system side problems
* Adopting with job very easily so can do any kind of as I mentioned above.

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| **Skill Set** |

**Designing**  : AutoCAD

**ERP : SAP**

**Networking** : Good knowledge about System Networking

**Application** : All MS-application (MS Excel – Pivot Table,VLookup and etc.)

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| **Education** |

* BE Computer Science Engineer from SCSVMV (DU)- 2007, Kanchipuram.
* Diploma in Computer Technology from Priyadarshini Polytechnic college-2004, Vaniyambadi

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| **Work Experience** |

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| Project #5(Off-Shore) |

**Client** : Cadbury India Limited, Coimbatore

**Environment** : Food & Beverage (Warehouse)

**Duration** : March 2013 – June 2014.

 **Role** : Operation and MIS Executive

**Description**

Delex Cargo India Pvt Ltd., is a Logistics and Supply Chain management company with leadership in Cargo and Warehousing Domain. We specialize in a total integrated Supply Chain solution to wide variety of Industry clients with a vast experience in real-world logistics and supply chain

**Responsibilities:**

* Working as a Warehouse Operation Executive as well as MIS(Management Information System) Executive
* Daily collecting and updating Truck Arrival details and materials details, After unloading accounting the materials using SAP
* Daily updating the sales report, Depot Stock status and RD(Redistributors) account balance details to the management
* Everyday doing order processing which is sent by ASM(area Sales Manager) and liaise with them regarding their requirement
* Liaise with the transport department for delivering stock on time and dealing with RD’s regarding the Quality and quantity of received stocks by their end.
* Blocking the damage and shortage stock by using SAP
* Working as a operation side when necessary time, like checking the stock status physically and dispatching the materials checking the BIN Cards.
* Everyday Sending Order Consistency Check report to Management after completing all the –process, i.e., After order processing, dispatched billed stock and unloaded arrival stock.
* Good knowledge in MS Excel – Pivot Table, Vlookup and etc.

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| Project #4(Off-Shore) |

**Client** : Value Focus Technology, Chennai

**Environment** : Job Consultancy

**Duration** : June 2012 – Feb -2013.

 **Role** : Business Development Officer

**Responsibilities:**

* Meeting with clients and made the contract with them for Staffing service
* As per client requirement gathering the candidates and send them for interview as per schedule time
* Looking for new clients and approaching them to do the service
* Liaise with overseas Consultancy and done the overseas recruitment process and arranging visa and Ticket
* Arranging meeting and discussing with colleagues regarding the progress development

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| Project # 3 (On-Site) |

**Client** : A-1 Inspection, Singapore

**Environment** : Construction and welding inspection

**Duration** : Sep 2011 – May 2012.

 **Role** : Office Coordinator

**Description:**

 A-1 Inspection is serving a wide range of demanding customers in Petrochemical, Refineries, Ship Repair, Shipbuilding and Aero-space industries. It can depend on us for all of Non-Destructive Testing, Heat Treatment, Hardness Testing and Inspection Services. We have been registered and approved by various international certification agencies for class survey and inspections.

**Responsibilities:**

* Involved in client meeting and collecting their requirements
* Daily allocating the teams for Day and Night shift
* Arranging the entry pass for technicians for entering into the Companies and Island
* Contacting the exam and issuing the certificates to them and arranging them exam which is required to work in Singapore construction projects and government projects.
* Applying for renewal the IC and Entry pass for technicians and maintaining the documents of them.
* Preparing the company profile and submitting to the new clients and getting the contract with them.
* Maintaining the work sheet of the sub-contractor employers

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| Project #2(On-Site) |

**Client** : **Knetco. Kuwait**

**Environment** : Telecom project

**Duration**  : Dec 2009 – Nov 2010

**Role** : Project Coordinator.

**Description**:

Alghanim Industries is one of the largest, privately-owned companies in the Gulf region. The companyinvolved in Advertising and media, Automotive sales and services, Consumer credit, Consumer engineering, Document management, FMCG wholesale and distribution, Insurance, Industrial goods manufacturing, Projects engineering, Consumer Electronics Retail, Home furnishings Retail.

**Responsibilities:**

* Preparing the Telecom drawings using AutoCAD.
* Arranging sub duct and fiber team and giving the instruction to them to complete the work fast. And solving issue on the site.
* Collecting reports from Engineers and maintaining the documents.
* Every day meeting the client and giving the reports and explain about the work and planning for next day work.
* And giving plan to splicing team to do the termination and collecting the OTDR test report.
* Joining with client for taking final test report getting the conformation to power on the site.
* Involved in arranging the teams and materials as per the site work requirement
* Designing the layout planning as per the Government regulations and getting approval from the client .
* Distributing the work to the sub-contractors and daily collecting report from them and forwarding the invoice to project manager.

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| Project #1(Off-Shore) |

**Client** : Leading Software Technology, Chennai

**Duration** : July 2007 – Aug 2009

**Role** : .Net Developer

**Description**:

Zeal Software’s is a house Innovative & Creative Web Design and Web Development company in India. Our mission is to produce Creative and Effective solutions for our clients Powerful : Clear : Memorable manner.

**Responsibilities:**

Around 3 years of experience in .Net Framework, Windows and Web based application

Development using Microsoft.Net technologies including ASP.Net, C#.Net, ADO.Net, and SQL Server.

Good in designing, coding, implementation of Internet/Intranet Applications (Web forms) and Web Services using ASP.NET, C#. Net, ADO.NET, and Microsoft SQL Server2005.

Good understanding of all the phases of Software Development Life Cycle such as analyzing, designing and coding.

**Personal Details:**

Date of Birth : 14 – April - 1984

Gender : Male

Marital Status: Married