SANIL KUMAR. K

✉: **sanilkumarkvsk@gmail.com**

✆: **+919488761636**

Summary:

A Technical Graduate with ample knowledge and work experiences in the field of Computer operations, Computer Training, maintenance and skillful in Hardware maintenance and adequate experience in general Office Management.

Professional Work Experience (6 Years and 8 Months):

Company name: AJIRC Pvt. Ltd, Ernakulam.
Designation: Technical Officer – Marketing & Operations (From 06th February 2018)
Job Profile:
- ➢ Coordinate with manager for the Company Operations.
- ➢ Handle all the technical related problems.
- ➢ Plan and managing the marketing activities.
- ➢ Prepare reports and other documents.
- ➢ Timely reporting to Manager and MD.

Company name: iLEAD, Cochin (A project of Aide Et Action, Chennai)
Designation: ITeS Faculty (24th July 2013 to 5th February 2018)
Job Profile:
- ➢ Train all candidates in ITeS Trade.
- ➢ Support for mobilization of candidates.
- ➢ Support candidates in achieving sustainable livelihood skills.
- ➢ Establish good networking with reputed business establishments.
- ➢ Ensure a minimum of 75% placement of all candidates in reputed establishments.
- ➢ Share administrative work together with other faculty members.
- ➢ Maintain a congenial environment in the centre.
- ➢ Timely reporting to PO/ Line Manager.
- ➢ Prepare all the reports and MIS

Company Name: Welmech Engineering Company Pvt. Ltd, Chennai.
Designation: Electrical supervisor (9th July 2012 to 26th June 2013)
Job Profile:
- ➢ Supervise and coordinates activities of workers installing, repairing, and inspecting furnaces and control panel.
- ➢ Inspect work for compliance with government electrical codes company standards.
- ➢ Perform other duties as described under supervisor.

Academic Proforma:

- ❖ **B.E (Electronics and Communication Engineering)** Passed from Sun College of Engineering and technology, Nagercoil under Anna University, Chennai and secured **First Class** in 2012.
- ❖ **HSC** passed from St. Francis Higher Secondary School, Vencode under State Board of Tamil Nadu and secured **71%** marks in 2008.
- ❖ **SSLC** passed from St. Francis Higher Secondary School, Vencode under State Board of Tamil Nadu and secured **83%** marks in 2006.

Additional Qualification:
- ❖ Certificate Course in Microsoft Office software (M S Office).
- ❖ Certificate Course in C++.

Skill & Strength:
- ❖ Good in Microsoft Office Software such as MS Word, MS excel, MS PowerPoint, etc.
- ❖ Excellent in Internet proficiency.
- ❖ Excellent in MIS and Other reporting Preparation.
- ❖ Good in Office administrative management.
- ❖ Working knowledge in Windows, DOS, and Linux.

Projects & Assignments:
- ❖ **Academic Project:**
  Title: Noise Adaptive LDPC Decoding Using Particle Filtering.
  Project Brief: In this project we propose an adaptive scheme that incorporates a Particle Filtering (PF) algorithm into the based LDPC decoding Process.
- ❖ Undergone in-plant training in ALL INDIA RADIO – KUMARI FM 101 in Nagercoil.
- ❖ Participated in National Level Workshop on Reality of Fuzzy Logic in industries.

Personal Profile:
- ❖ **Passport Details:**
  - ➢ Passport Number   : M2661672
  - ➢ Date of Issue   : 07/10/2014
  - ➢ Date of Expire   : 06/10/2024
- ❖ **Driving License:**
  - ➢ License Number   : TN7520160016033
  - ➢ Date of Issue   : 08/12/2016
  - ➢ Date of Expire   : 07/12/2036
- ❖ **Personal:**
  - ➢ Fathers Name   : Mr. Kamaraj. K
  - ➢ Address   : Door No-2/144,
                           Araiyakuzhivilai,
                           Kunchacode,
                           Vizhunthayambalam post,
                           Kanyakumari District,
                           Tamil Nadu – 629173.
  - ➢ Date of birth   : 01-06-1991
  - ➢ Languages Known   : Tamil, English and Malayalam.
  - ➢ Blood Group   : O +ive
  - ➢ Home Phone Number : +919715918635.

Declaration:

I hereby declare that the above given information are true to the best of my knowledge and belief.

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