



anandhuparathap@gmail.com



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Ernakulam, India 682307

EDUCATION

MBA: Financial Management
Annamalai University, 2018

Bsc: Computer Science
Swamy Saswathikanda college, 2014

ANANDHU PRATHAPAN

PROFESSIONAL SUMMARY

ERP To be a successful leader in operations management where I can utilize my potential and capabilities to achieve the organizational objectives and seize the opportunities for professional development.

SKILLS

- **TECHNICAL SKILL**
- Microsoft Excel
- Data Analysis
- Vlookups
- Pivot Tables
- **GOVT PROJECTS HANDLED-**
- THRISSUR Corporation
- Guruvayoor Municipality
- Kasrgode Municipality
- Smart City TVM
- Nedumagadu Municipality
- Alappuzha Municipality
- Cochin Corporation
- National Institute of Speech and Hearing TVM.
- KEL
- SIDCO
- KENT Constructions, Skyline Builders, Asset Homes,First
- Cry . Above 100+ outdoor project handled all over india PROJECT HANDLED
- **LANGUAGE**
- MALAYALAM
- ENGLISH
- HINDI
- TAMIL
- **PROFESSIONAL SKILLS**
- Computer proficiency
- Leadership experience
- Multitasking
- Problem solving skill
- Critical Thinking skill
- Organizational skill
- Time management
- Team management
- Logistics
- Administration
- Client management
- Work allocation

WORK HISTORY

January 2020 - Current

AMUSEMENT PVT LTD

- A manufacturing company for indoor and outdoor play station in Kochi (, Scheduled the project and performed monthly audits and ensured thatthe project timeline was maintained
- Evaluated the design drawings and coordinated to installation
- Assisted the customer and reviewed the work, gathered the customer'srequirement and obtained a deadline for the project

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- Documented project progress and submitted all financial projects to management
- Job costing / monitoring material and technician cost within budget
- Service monitoring and customer relationship management
- Inventory management
- Administration.

May 2015 - February 2018

PEST CONTROL, INDIA(INDIA) PVT LTD, FUNRIDERS LEISURE - Project coordinator

ACCOMPLISHMENTS

- Monitored projects and ensured its proper execution
 - Evaluated the job performed and provided the necessary follow up for payments.
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CERTIFICATIONS

SINGLE NATIONALITY : INDIAN

ADDITIONAL INFORMATION

- PROFILE DOB : , 05-04-1994, GENDER : MALE ADDRESS: KOLLAMPARAMBIL , POOTHOTTA P O ERNAKULAM PIN:682307