

## Objective

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.

## Experience

- **Quess Corp** 05/08/2018-02/12/2021  
FOS FOR BAJAJ FINANCE  
Verifying Customer Documents, Customer Handling, Achieving Daily Number Targets, Emi Collection, Daily Visit To Partner Place And Support To Sales increase Ideas.
- **Extramarks Education India Pvt Ltd** 06/12/2021-Present  
OPERATIONS ASSOCIATE  
Maintaining Day to Day Sales Targets And Revenue Details, Creating Sales Team Reports Like Revenue Booked And Invoiced, Handling B2C Expansion.

## Education

- **Govt.Hr Sec School** 10/04/2012  
10th With 78%
- **Govt.Hr Sec School.** 14/04/2014  
12th With 74%
- **Govt Polytechnic College Nagapadi** 27/04/2017  
Diploma In Computer Science, 1st Class With Distinction
- **Alagappa University** 04/03/2025  
B.Sc

## Contact

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📍 Chennai

## Personal Details

- Date of Birth : 14/07/1997
- Nationality : Indian
- Marital Status : Married

## Skills

|                                  |      |
|----------------------------------|------|
| Google sheet and Excel worksheet | 100% |
| Operations management            | 80%  |
| Office administration            | 80%  |
| Sales operations                 | 100% |

## Language

- Tamil
- English