

RESUME

S.P.Jaisurya

125/235 c govindarajan street,
Amburpettai,vaniyambadi,
Thirupattur Distric
Tamilnadu – 635751

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OBJECTIVE

To be a part of an established company and contribute to the growth of organization's profitability in an environment which gives scope for personal development.

PROFESSIONAL EXPERIENCE

GERMAN MOTOR WORKS

ROLE : ACCOUNT AND ADMINISTRATOR

DURATION : 2019-2022

Key Responsibilities:

- Entry the bill sales & purchase through using tally erp 9
- Handeling over all garage account & financial analysis
- Responsible for releasing POs to vendors
- Followup with vendor for timely delivery of material to ensure the customer satisfaction
- Ensure all materials available and maintain inventory for the items
- Align to make the payments to vendors and followup with finance for the same
- Monitoring deliveries and pickups of all shipments and documents.
- Resolving price issues or queries between vendor

JUST IN TIME AUTO COMP

ROLE : TOOL AND DIE

DURATION : 2017-2019

Key Responsibilities

- Manufacture new tool for pressing machine it sutable for automobile
- Re work tool to contieue the production
- Handeling pressing machine and maintaince machine
- Design the tool in cad and producte
- Handel counter boring drill , drilling machine , milling machine , lathe machine

SUNDRAM FASTENER LIMITED

ROLE : CNC operator AND FORGING machine

DURATION : 2013-2014

Key Responsibilities

- Handeling cnc machine to output a producte at the shift timing
- Forging machine oporator and maintiance machine
- Quality control check all parts and line inspection
- Broaching machine handel

ASHOK LEYLAND

ROLE : ASSEMBLY SECTION

DURATION : 2012-2013

- Engine assbly section work and wire to engine and gear box assy
- Front axle and rear axle assy section
- Body section assy the chasse and handel conver
- Handel inspection of assembly section

EDUCATIONAL QUALIFICATION

| COURSE | INSTITUTION | BOARD | YEAR | PERCENTAGE |
|-----------------------------------|--|---------------------------------|-----------|------------|
| SSLC | Hindu Higher Secondary School | State Board | 2009 | 58% |
| Diploma In Mechanical Engineering | Sri Nandhanam Polytechnic College | Director Of TamilNadu Education | 2009-2012 | 68.7% |
| Bachelor of Engineering | Sri Muthukumaran Institute Of Technology | Anna University | 2014-2017 | 60.7% |

TECHNICAL SKILLS

- Tally erp 9
- Operating system :windows 10
- Application : Ms-Office

PERSONAL DETAILS

Name : Jaisurya.S.P
Date of Birth : 09-02-1994
Father Name : Srinivasan.C
Mother Name : Prabhavathi.S
Marital Status : Single
Gender : Male
Nationality : Indian
Languages Known : Tamil, Telugu, English

Declaration

I hereby declare that the information furnished above is true to the best of my knowledge.

Date:

Place:

(S.P.jaisurya)