**Ramesh Kumar**9/311B, K.L.R. Nagar,  
Bodipatti (PO),  
Udumalpet (TK),  
Tiruppur (Dist) – 642 154.



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[**mathsrameshkumar@gmail.com**](mailto:mathsrameshkumar@gmail.com)

**CAREER OBJECTIVE**

To get a challenging role oriented job where I can implement my technical skills and knowledge in your esteemed organization.

**EDUCATION**

**B.Sc., Mathematics**

Sri Ramakrishna Mission Vidyalaya College Graduated, July 2012Of Arts And Science, Marks 80.74%  
Bharathiar University,

Coimbatore.

**H.S.C**

Govt. Boys Hr.Sec School, Graduated, July 2009

State Board, Marks 81.91%Udumalpet.

**S.S.L.C**

RVG Hr.Sec School, Graduated, July 2007   
State Board, Marks 82.20%  
Kurichikottai,

Udumalpet.

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| * Diploma In Computer Application (DCA) - 09-Jun‘2012 to 09-Dec‘2012. |

**QUALIFICATIONS  
AFFILIATIONS**

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| * I have over all 7 years experience in Dispatch and Accounts. Which is including 4 years of Experience is related to Production Accounting (Accounts). * Working knowledge of MS Office, SAP – SD (Sales and Distribution) Module & PP (Production Planning) Module. |

**CAREER  
SUMMARY**

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| * **SAP** – Sales and Distribution (SD), Production |  |
| Planning (PP). |  |
| * **Accounting Package** - Tally ERP 9. |  |

**SKILLS**

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| **March2016 to March2018 (2 Years) & June2018 to March2020 (1.9 Years). Production Executive - Billing Accounting (Accounts).  Manjilas Food Tech Pvt Ltd,  Pollachi.**  **ERP APPLICATION USED:**SAP – SD (Sales And Distribution) Module & PP (Production Planning) Module.  **KEY RESPONSIBILITIES HANDLED:**   * Regular attending to team meetings. * Every day morning production, packing batch is taken up from production team. * Updation of SAP Production entries from underlying documents from production team. * Preparation and Submission of the following MIS reports:   **Daily Shift wise:**  (a) Production data (SAP).  (b) Packing data (SAP).  (c) Yield Report (Excel).  (d) Shift report (Excel).  (e) Manpower utilization (SAP & Excel).  (f) Machine utilization(after SAP reimplementation)   * Daily stock reconciliation with system & Physical data. * Invoice Preparation (Executive-Billing Accounting). * Preparation of Sales tax related documents (Executive-Billing Accounting). * Follow-up with production & quality assurance for material updation in sap system. * Updation of dispatch details in system. * Sending dispatch details to concern HO through mail. * Monthly & Weekly report preparation. * Monthly sales report preparation. * Submit need based data to management.   **February2013 to February2016 (3 Years).  Assistant Dispatch.  Jain Irrigation Systems Ltd,  Udumalpet.**  **ERP APPLICATION USED:**SAP – SD (Sales and Distribution) Module**.**  **KEY RESPONSIBILITIES HANDLED:**   * Daily stock taking & Record maintaining. * Pending for dispatch updation. * Dispatch planning & arranging vehicle for the day. * Supervising the loading activity. * Follow-up with transporter for vehicles. * Follow-up with production & quality assurance for material updation in sap system. * Invoicing in sap system. * Preparation of other statuary documents for sales tax. * Updation of dispatch details in system. * Sending dispatch details to concerned depots through mail. * Preparation of loading charges on weekly basis. * Checking & passing of transporter bills for approval. * Daily stock reconciliation with system & Physical data. |

**WORK  
EXPERIENCE**

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| * **Packages-**MS Office - Excel, Word, Power Point And Outlook. |  |
| * **Operating Systems -**Microsoft Windows XP, Windows 7, Windows 8. |  |
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**COMPUTER  
PROFICIENCY**

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| * Tamil |
| * English |

**LANGUAGES**

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| * Making New Friends | * Travelling |
| * Hearing Songs | * Shopping |
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**PERSONAL  
  
INTERESTS**

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| Father : | S.Thangavel. | Marital Status : | Single |
| Birthday : | August 13, 1990 | Nationality : | Indian |
| Gender : | Male |  |  |

**PERSONAL  
DETAILS**

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| **2.1 Lacks Per Annum.** |

**Current CTC :**

**Expected CTC : Negotiable.**

**Notice Period : One Month.**

**Declaration**

I hereby declare that the information contained herein is true and correct to the best of my knowledge and belief.

Your’s faithfuy,

**Place : Udumalpet.**

**Date :** (T.Ramesh Kumar)