

CURRICULUM VITAE

Maharaja. R
59A, West Street,
Kadambur,
Tuticorin dist-628714,
Tamil nadu,
India.

e mail: maha_rajar@rediffmail.com
Mobile No: +966 541096171

Personal Details:

Name : Maharaja.R
Father Name : Ramasamy.K
Date of Birth : 11th May 1983
Sex : Male
Marital Status : Single
Nationality : Indian
Permanent Address : Maharaja.R,
: 59 A1, Aran Manai Street,
: Kadambur – 628714,
: Tuticorin (Dist),
: Tamil nadu,
Languages Known : English, Hindi, Tamil, Malayalam,

Objective:

Seeking a position to utilize my skills and abilities in the Plastic cards manufacture Industry that offers security and Professional growth while being resourceful, innovative and flexible

Educational Qualifications:

- SSLC from H.N. Higher Secondary School, Kadambur, Tuticorin Dist, Tamilnadu, Aggregate 62% in Apr 1996.
- Higher Secondary from H.N. Higher Secondary School, Kadambur, Tuticorin Dist, Tamil nadu, Aggregate 68% in Apr 2000.

- BBA from university of madras.

Technical Qualification:

- ITC (Industrial Training Center) in Electrical July-(2000-2002)
Sri Jayavilas Subburaj Memorial ITC, NCVT Certified,
Aruppukottai, Aggregate of 88%

COMPUTER SKILLS

EDUCATION

- Diploma in Hardware and Networking

Computer Hardware Knowledge

- Computer Assembling
- Computer Maintenance and Troubleshooting
- Printer Servicing and maintenance

Software Knowledge

- * OS Dos 6.22, Windows 2000 Pro,
 Windows NT 4, 2000, XP, C, C++.
- * Packages Ms- Office, Corel Draw, Adobe,
 Photo Shop, Corel R.A.V.E.

Network knowledge

- Windows 2000 Advanced Server, Windows 2003, Windows NT 4
- Windows 2000 Professional, NT Server / NT / XP Workstation Installation and Maintenance
- SCO Unix
- Novell Netware 2.3, 3.12, 4.1x Installation and Configuration

Work Experience:

- **More then 7+ years of experience in the card service industry.**
- **Experience handling at Service Bureau Operations**

1. Versatile Card Technology Pvt. Ltd., Chennai. (03rd Feb 03 to 10th March 07).

- DataCard-9000 Series personalization Machine Operator
- Atlantic Zeiser Machine Operator
- Very good knowledge in Visa and Master cards personalization
- DC- 450,DC- 800, IC- IV, Machine Operator
- Knowledge in Data Card -15000E Machine

• **Service Bureau Supervisor**

Job Profile

- Receiving & Processing of Data's from Data Manager.
- Experience in handling of wide range of clients.
- Os2 Warp- 4, 4.1, 4.5, Central Issuance System- 7, 7.1, 8.1 Installation & Trouble Shooting.
- Creating Data, Card, Machine, Form, Setups.
- Creating Mini & Side GFX Setups.
- Creating Tele Cards Barcode Setups.
- Personalization and fulfillment Process controlling
- Shift Scheduling & Employee Management.

2. Advance Card Technology Factory, Saudi Arabia, Riyadh. (22nd May 07 to Till Date)

• **Data Processor and Personalization Section Supervisor**

Job Profile

- Processing of Data's from Data Manager.
- Experience in handling of wide range of clients.
- Preparing of production schedules.
- Personalization and fulfillment Process controlling
- Creating Data, Card, Machine, Form, Setups.
- Creating Telecom Cards Barcode Setups.
- Shift Scheduling & Employee Management.

Declaration

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

Place :
Date :

Maharaja. R