

Profile Summary – Jenish.R

Over all GCC & INDIAN experiences in- HR, OFFICE ADMINISTRATION,
PURCHASING & ACCOUNTS

Handling complete operations for providing supportive data analysis

Presentation to management for further strategies and decision making

From 2016 to 2020 run an own business of Mobile shop.

Skills

Learn from the past experiences, Quick learner, Leadership & work independently, Draft detailed and accurate reports.

Abroad (GCC) Experience

M/s Al Moussawi International for Electrical Contracting B.S.C (c) – Bahrain

From Feb 2020 to Till Date

M/s Al Mina Electric Panel Boar Factory Co. Saudi Arabia –

From Dec-2010 to Dec-2012

Own Country (India) Experience

M/s Integrated Transports of India – Tamil Nadu

From April 2013 to July 2016

M/s Harmony Wealth Advisory Services India Pvt Ltd - Pondicherry

From April 2007 to October 2010

M/s Sep Securities Pvt Ltd – Pondicherry

From August 2004 to July 2007

Personal Summary

Name - *Janeev Jenish*
Father's Name - *A. Rajaian*
Date of Birth - *13th-May-1981*
Gender & Status - *Male & Single*
Languages Known - *Tamil, English, Malayalam, Hindi*
Mail ID - *jeneevsheneej@gmail.com*

Educational

Course / Degree	Institute / Board	Year of Pass	Grade
B.B.A	Bharathidasan University	2002	II
H.S.C	Tamil Nadu State Board	1999	I
S.S.L.C	Tamil Nadu State Board	1997	I

Extra Qualifications

Knowledge of MS office group, Computer Hardware, Tally ERP,