RESUME

Prabhu Kumar

No: 24,E V K Sampath street,   **Contact No:** +91 9600048515
Sanjay Gandhi Colony,   **Email Id:** postboxprabhu12@gmail.com
M G R Nager,
Chennai – 600 078

CAREER OBJECTIVE:

   A dedicated professional looking forward to join an organization with a challenging environment. My objective is to make a positive impact on clients with my skills on planning, designing and managing to help the company to achieve its goal.

WORK EXPERIENCE:

Department of Environment, Forests and Climate Change: (2023 – Present**)**
Designation: Website Administrator

- Website Management executive of Green Tamil Nadu Mission (A Tamil Nadu State Mission under the Department of Environment, Forests and Climate Change to increase green cover of Tamil Nadu).

- In charge of data collection from 38 districts

- Management of the web portal and data upgradation

- Data Management in Project Tracker for all districts

- Designing posters for promotion and awareness

- Coordination of field staff

- Technical assistance to all web users

- Designing web layout, dashboard etc

Tamil Nadu Forest Department: (2020-2023**)**
Designation: Computer Operator

- External devices connected to a computer, such as printers, scanners, or external hard drives.
- Creating a duplicate copy of data to safeguard against loss or system failures.
- Planning and organizing the sequence of computer tasks to optimize system efficiency.
- Inputting information into a computer system, often involving alphanumeric or numeric data.
- Organizing, storing, and retrieving digital files on a computer system.

ARR Engineers: (2019 to 2020**)**
Designation: Marketing Executive

- Worked as a Marketing Executive and Client service. Overall in charge of gaining new clients, customer engagement, and maintaining strong relationship with consultants, builders and contractors with focus on-time delivery to meet the customer demands

Guna Digital Studio: (2017 to 2019**)**
Designation: Photographer and Experienced Digital Editor

- Worked as a photographer and experienced digital editor. In charge of daily operations of the studio, including appointment scheduling, client coordination, equipment maintenance, and budgeting. As a Specialist in Portrait, fashion and event photography, I have hands-on experience on create and design the physical sets or backgrounds for photoshoots, post-processing and digital editing of photographs to provide the best customer experience.

EDUCATION:

- **Higher Secondary**

C.D. NAYAGAM T. NAGAR HIGHER SECONDARY SCHOOL

- **BSC (Computer Science)**

ST. JOSEPH'S COLLEGE OF ARTS AND SCIENCE

CERTIFICATION:
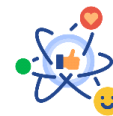
- **Developer Certification on Responsive Web Design**

FREE CODE CAMP

- **Front End Developer Libraries**

FREE CODE CAMP

- **JavaScript**

Simplilearn

SKILLS:

- MS Office
- ADOBE
- PHOTOGRAPHY

WEB DEVELOPER
Front End Developer

- HTML
- CSS
- JAVASCRIPT

Framework

- BOOTSTRAP

Back End Developer

- PHP
- MYSQL

STRENGTHS:

- Positive attitude
- Self confidence
- Involvement and commitment to learn
- Team player
- Hard worker

PERSONAL DETAILS:

Father's Name	:	Kumar .T
Date of Birth	:	12.04.1993
Gender	:	male
Nationality	:	Indian
Religion	:	Hindu
Marital Status	:	Married
Qualification	:	BSC (Computer Science)
Work Experience	:	07 years
Language Known	:	Tamil, English

DECLARATION

I trust that you will consider my application favourably and I wish to assure you that I shall make every effort to be worthy of confidence placed on me.

Date: 1/02/2024

Place: Chennai

Yours Sincerely,

(Prabhu Kumar)