

RESUME

SIVA SRIPATHI T
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t.sivasripathy07@gmail.com

NO: G-15, BLOCK-3, ARUN EXCELO,
BEHAG-1, POONJERI,
[@gmail.com](mailto:t.sivasripathy07@gmail.com) MAHABALIPURAM – 603104

CARRIER OBJECTIVE:

To be associated with the progressive organization that gives me scope to apply my educational professional skills and provides me with advancement opportunity and knowledge empowerment.

SKILLS:

Good communication skills Positive and friendly
Accounting Motivated team player
Analytical reasoning Quick learner
Problem solver Attention to detail

EDUCATION:

Bachelor of Commerce (Accounting & Finance) (2021 – 2024) Patrician College of Arts & Science
Chennai- 600096

Higher Secondary Schooling (2019-2021)
Alfredo Cuomo Higher Secondary School, Sendivakkam- 603319

Matriculation (Up to 2019)
St Mary's Matriculation School, Cheyyur- 603302

PERSONALITY TRAITS:

Possess a positive attitude in life and efficient team player.

Disciplined, Dedicated and Hardworking.

Works with enthusiasm and creates a pleasant atmosphere.

EXPERIENCE:

ACSASS SOFTWARE – CHENNAI , TAMILNADU.
PROCESS ASSOCIATE | SEPTEMBER 2024 -AUGUST 2025

Managed high-volume calls & resolved customer issues with a 90% satisfaction rate.

Delivered high-quality customer support while maintaining professionalism and neutral accent

Also managed difficult calls and de-escalated customer concerns using soft skills and empathy.

LANGUAGES:

TAMIL

ENGLISH

TECHNICAL SKILLS:

Tally

MS Word

MS Excel

PERSONAL PROFILE:

Father's Name : Thirupathi K
Date of Birth : 17-08-2003
Gender : Male
Marital Status : Single Nationality :
Indian
Permanent Address : No: G-15, Block-3,
Arun Excelo, Behag-1, Poonjeri Mahabalipuram - 603104.
Contact No. : 6385241513
E-Mail Id : t.sivasripathy07@gmail.com

Declaration:

I hereby acknowledge that the above stated information is true to my knowledge and if I've been given an opportunity, I'll work to the best of my ability to achieve the objectives of the organizations.

Date : Yours's faithfully

Place : (SIVA SRIPATHI)

