# **K. DURAI RAJULU**

# S/O, V.Kumar

# No-534

# LIG II TNHB colony

# Velachery

# Chennai-600042

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OBJECTIVE

To work in a competitive and challenging atmosphere and to contribute the best of ability towards the growth and development of a progressive company.

EDUCATIONAL QUALIFICATION

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Degree/Board**  **of**  **Examination** | **School / College** | **University/ Board** | **Year of Passing** | **Percentage** |
| **M.Sc**  **Information**  **Technology** | Muthayammal Engineering College,  Rasipuram | Anna University of Technology, Chennai | 2012 | 77% |
| **H.Sc** | Jawahar Hr.Sec.School,  Neyveli | State board | 2007 | 62% |
| **S.S.L.C** | Jawahar  Hr.Sec School,  Neyveli | Matriculation | 2005 | 68% |

SOFTWARE PROFICIENCY

* Languages : C,C#, .Net
* Operating Systems : WINDOWS XP/WINDOWS 7,8
* Software Packages : Microsoft Office,Lotus notes, EDMS, Citrix

PROJECT DONE

* **Title :**Trustworthy Computing Under Resource Constraints with the

**DOWN policy.**

* **Domain: .**Net
* **Description :**DOWN policy project we substantially improve the ability of

low-cost ScPsto protect their secrets. taking full advantage of

the DOWNpolicy requires consideration of nature in

computations performed.

COMPANY EXPERIENCE

* Working in **Technip India Limited** (Deputation through Lumesse)
* **Document Controller** from Dec 2014 to till now.
* **Detailed Projects within Technip**

**Client** : YAMGAZ

**Project title** : Yamal LNG Project

**Technology** : LNG (Segment: Onshore)

**Project type** : EPC (Contract type: Lump sum)

**Project size** : Above 1000 million $

**Project short**

**Description** : Multi center project executed from Technip

Chennai, Paris, MKOC and Lyon (operating

centers) and the Partners - JGC and Chiyoda.

As a Document Controller, involved in full

cycle of Project Data Base (PDB) and

Vendor Data Base (VDB).

**Roles &Responsibilities**

* **Project Data Base (PDB):**

**The work experience in Project Database such as:**

* Internal documents
* For Translation documents and
* For Directorate documents
* **Vendor Data Base (VDB):**
* Export of documents from VDB mailbox to VDB
* Checking of documents as per working instruction.
* Preparation of transmittal notes (for Review, Code 1, 2 and 3)
* Notification of transmittal notes (for Review, Code 1, 2 and 3)
* Dynamic Export through CITRIX for VDB transmittals.
* Zip files are uploaded to FTP server.
* Excel files are sent to client.

PAST EMPLOYER

* Worked in HCL BSERV Technologies from Dec 2012 to Feb 2014 for backend support in banking as **Customer service executive** and from Apr 2014 to Nov 2014 as **Business Trainee**.

**Client :** Bank of Ireland

**Project :** Post Office Financial Services

**Description :** Handling the UK Customer account and operation also solving UK customers queries regarding all kind of accounts like account opening, closing their account, withdraw request, monitoring customer account on daily basics. Funds issuing to customer’s by BACS, Postal order and Cheque and Monitoring the AML documents.

* **Roles &Responsibilities**
* Account opening
* Out payments
* Account closure.
* Cheque lodgment.
* Credit card
* Dormant account
* **AML documents**like (bank passbook, electricity bill, telephone bill, gas bill, passport, ID proof, address proof,) should be checked for the customers.
* To ensure efficient identification and monitoring of suspicious activities and transaction in the Bank and ensure timeous reporting of suspicious transactions
* Review documentation to prevent fraud money laundering and identity theft losses.
* Daily assessment of AML and SWIFT reports for potential suspicious act.
* Monitored and analyzed currency transaction logs.
* Maintain a current understanding of money laundering and terrorist financing issues, including policies, procedures, regulations, industry best practice, criminal typologies and developing trends.
* Transactions like payments are appropriately managed, [businesses](http://www.icaew.com/en/members/regulations-standards-and-guidance/practice-management/anti-money-laundering-definitions?letter=b) will need to ensure sufficient senior management oversight, appropriate analysis and assessment of the risks of [clients](http://www.icaew.com/en/members/regulations-standards-and-guidance/practice-management/anti-money-laundering-definitions?letter=c) and work/product types, systems for monitoring compliance with procedures.

PERSONAL PROFILE

Father’s Name : V.Kumar

Mother’s Name : K.Sumathi

Date of Birth : 06-04-1990

Gender : Male

Languages Known : English, Tamil(Read, Write and Speak)

Hobbies : Playing and Watching Cricket

Listen to music and Reading books

DECLARATION

I hereby declarethat the information furnished above are true to the best of my

Knowledge.

**PLACE:** Chennai

**DATE:**

**Yours faithfully**

**(K.DURAIRAJULU)**