**AJAY LAXMAN LAKHIMALE**  
Phone: 8668707345 | Email: lakhimaleajay123@gmail.com | DOB: 27/06/2000

**Professional Experience**

**Floriculture Supervisor**  
*Yadnesh Flora (Pavlevadi Maval)* | *Sept 2022 – July 2024*

* Managed rose production, inventory, and dispatch operations while overseeing workers and ensuring accurate tracking of resources.

**Associate (KPO)**  
*Bizsol India Pvt Ltd* | *Oct 2021 – Sep 2022*

* Handled invoicing, client data management, and reporting while improving efficiency using Google Sheets.

**Skills**

* **MS Excel / G Sheets**: Proficient in VLOOKUP, Pivot Tables, Conditional Formatting, and Charting.
* **Data Visualization & Reporting**: Ability to generate and analyze reports for decision-making.
* **Tech Skills** : Flutter + Dart (Mobile Apps).
* **AI Tools**: Proficient in using AI technologies like ChatGPT & Gemini for productivity enhancement.
* **Typing**: Fast and accurate typing skills.

**Education**

**Higher Secondary Certificate (Science)**  
*Indrayani Mahavidyalaya, Talegaon Dabhade* | *2017 – 2018*

**Certifications**

* **Career Essentials in Data Analysis** – Microsoft & LinkedIn
* **Advanced Excel and Data Analysis** – Lighthouse CH

**Hobbies**

Programming | Graphic Design | Trekking

**Languages**

English | Marathi | Hindi