

## **CURRICULUM-VITAE**

### **Jyoti Sachin Tikhe**

Address :- S R No.-491, Tikhe Niwas, Opposite Sai Vinayak Residency, Keshav Nagar, Kasarwadi, Dist.-Pune (Maharashtra) Pin Code-411034 .

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### **CAREER OBJECTIVE**

To Provide meaningful solution to the organization in achievement of their goals and objectives, which offer a challenging stimulating work, environment that offer prospects for long term development and career growth.

### **WORK EXPERIENCE**

- Worked as a Ticketing Agent in AIR INDIA, Nariman Point, Mumbai in 2010.
- Worked as a Customer Service Associate in WNS Global Service Pvt.Ltd.,Mumbai. From 2010 to 2011.
- Worked as a Counter Executive in J M Mehta Tours and Travels Pvt.Ltd.,Vakola,Mumbai from 2012 to 2013.
- Worked as a Counter Executive in Leo Travels, Nariman Point Mumbai, form 2013 to 2014.

### **EDUCATIONAL QUALIFICATION**

- 10<sup>th</sup> Passed from Maharashtra State Board in 2004.
- 12<sup>th</sup> Passed from Maharashtra State Board 2006.
- Graduation completed in B.com from University of Mumbai in 2009 .
- Computer education Course attended: IAIA/UFTAA foundation diploma from IITC institute, Mumbai in 2010 and knowledge of MS OFFICE, MSCIT also.

### **SKILLS AND STRENGTH**

- Fast learner, adaptability according to changes and pressures in workplace.
  - Work effectively with diverse groups of people.
  - Innovative in approach and committed to the job.
  - Good communication skills, honest and punctual.
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## PERSONAL DETAILS

Name	: Jyoti Sachin Tikhe
Husband's Name	: Mr. Sachin Tikhe
Date of Birth	: 12 <sup>th</sup> May 1988
Nationality	: Indian.
Sex	: Female
Marital Status	: Married
Language Known	: Hindi, English, & ( Local Language )

## DECLARATION

I hereby declare that all the details furnished above are true to the best of my knowledge and if found false I am wholly responsible.

**Jyoti Sachin Tikhe**