

# CURRICULUM VITE

VINOD MOHITE

Contact No. : +91-99266-77541

91-7566663795

Email Id: vinod\_mohite77@yahoo.com



## ***FUTURE OBJECTIVES***

Challenging position where my education and skills will have valuable application for the growth and development of organization.

## ***ACADEMIC PROFILE***

Class	Board /University	Percentage
M.A. (Hindi)	Dr.BabaSahabAmbedka University, Aurangabad (Maharashtra)	Second Division 55%
B.A.	Dr.BabaSahabAmbedka University, Aurangabad (Maharashtra)	Second Division 55%
12 <sup>th</sup>	P.V.P College Patoda, Distt. Beed, Aurangabad University. (Maharashtra)	First Division 68%
10 <sup>th</sup>	P.V.P College Patoda, Distt. Beed, Aurangabad University. (Maharashtra)	46.2%

## ***COMPUTER SKILL***

- **Office Application** : Ms-Word, Ms-Excel, Ms-PowerPoint, Ms Access.
- **Accounting Application** :Working Knowledge of Tally 4.5,5.4
- **Graphics Application** : Page Maker, CorelDraw, FoxPro,
- **Other's** : Hardware Assembling, Working Knowledge of Internet & Email.

## ***EXTRA CURRICULAR ACTIVITY***

- Passed National Cadet Corps (NCC) "B" Certificate in year 2001 as junior under officer
- Selected to represent 'Ncc Directorate Of Maharashtra In Republic Day Camp, PatodaDist Beed.

## ***HOBBIES***

- Swimming, Book Reading, Communicate to Good in Nature.

Vinod Mohite , 1040/2, Nanda Mali KaBagicha, shilnath Camp, Indore (M.P), Pin code: 452003

**WORKING EXPERIENCE**

- Organization :** Apoyo sales pvt. Ltd indore (M.P.)  
**Designation :** Marketing Executive & Purchase Assistance  
 Assistance Accountant, marketing, collection.  
**Duration :** From 25<sup>th</sup> may 2014 to Till continue.
- Organization :** Suvi Technology, Indore (M.P.)  
**Designation :** Marketing Executive & Purchase Assistance  
**Duration :** From 10<sup>th</sup> April 2010 to 10<sup>th</sup> April 2014.  
**Nature of work :** Handling the work of Customer relationship, collation collated Company to material supply, drill taps, insert, nut – bolt other, Computer operator – Mails, Billing work, Filed working ,
- Organization :** M/s Bajaj Allianz life insurance co. Indore (M.P.)  
**Designation :** Back Office Executive & Marketing  
**Duration :** from April 09<sup>th</sup> 2005 to April 10<sup>th</sup> 2010  
**Nature of work :** Handling the work of Internet Surfing, Data Entry, and Maintaining Office Records, Customers relationship etc.

**PERSONAL PROFILE**

- **Father's Name :** Mr. Gahinath Mohite
- **Marital status :** married
- **Permanent Address :** 1040/2, Shilnath Camp, Nanda Mali ka Bagicha, Indore
- **Nationality :** Indian
- **Languages Known :** English, Hindi, Marathi
- **Strengths :** Cooperative

**Declaration**

I hereby declare that above information is true to best of my knowledge & belief.

**Date:** 25/12/20

**(Vinod Mohite)**

**Place:** Indore