RESUME

Name: Pankaj kailash khanderao

Address: Gayatri Nagar Old City, Akola-444002

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# OBJECTIVE

To work in your organization with full caliber and honesty to contribute in mutual growth and prosperity.

# EDUCATION

|  |  |  |  |
| --- | --- | --- | --- |
| Year | Degree/Exam | Board/University | Marks (%) |
| 2010 | 10th | Amravati | 62.00 |
| 2012 | 12th | Aurangabad | 63.00 |
| 2019 | Engineering Diploma | MSBTE | 58.00 |
| 2023 | Engineering Degree | SGBAU | 60.00 |
| 2012 | MS-CIT | MSBTE | 89.00 |
| 2015 | Typing(30 English) | MSCE(Pune) | 81.00 |
| 2016 | Typing(40 English) | MSCE(Pune) | 51.00 |

PERSONAL DATA

Gender: MALE

Date Of birth: 15/10/1992

Father’s Name: Kailash S Khanderao

Mother’s Name: Neelam K Khanderao

# TECHNICALSKILLS

* Computer It Web development skills are HTML, CSS, BOOTSRAP,GITHUB,JAVASCRIPT.
* Completed **BROADBAND TECHNICIAN** course done at BSNL RTTC Nagpur under Pandit Deendayal Upadhaya Sanchar Kaushal Vikas Pratishthan Skill Development program of Govt of India.
* Achieved additional Knowledge about Optical Fiber Splicing and Tower Technician course.

# ACHIEVMENTS

* Scaute-Gaude Diploma

# INTERESTS

# Reading, Technical work.

# WORK EXPERIENCE

# INFOWAY WAY SOLUTION LLC. FEB 2022-feb 2023

# JOB ROLE: US IT RECRUITER

* I am working as a **US IT RECRUITER** at **INFOWAY SOLUTION LLC** from February 2022 to till February 2023.
* Handled the tasks of screening, selecting and submitting candidates to job orders within a defined discipline.
* Assigned the tasks of utilizing on-line database, candidate referrals, internet and networking to identify potential candidates.
* Assigned the tasks of negotiating offers with candidates to meet target gross margins of the organization.
* Established business contacts in target markets through linkedin, Job Diva, and vendor relationships.
* Responsible for recruiting and maintaining good relationship with existing candidates of the organization.
* Performed recruitment tasks by applying the policies, rules and procedures of the organization.

**WORK** **EXPERIENCE** MAY 2021 – DEC 2021

* I have experience of online E-Service from May 2021 to December 2021.
* I have experience in feeling various exam form.

**WORK** **EXPERIENCE** NOV 2020 – APRIL 2021

HITACHI PVT. LTD.COMPANY

JOB ROLE: MACHINE OPERATOR

* I have experience of machine operator in **Hitachi Pvt. Ltd.** company from November 2020 to April 2021.
* I used to work on CNC machine
* I have experience of using various tool.

# DECLARATION

I hereby affirm that the above information is true to the best of my knowledge and belief

Place: Akola

Date: PANKAJ K KHANDERAO.