



CURRICULUM VITAE

Avinash Shrivastava

NEAR CHOPRA RICE MILL, KRISHNA ATTA CHAKKI,

AKASH NAGAR JAGDALPUR, Dist-Bastar(C.G) 494001

Mo :- 08982559456 Mail Id:- ashrivastava760@gmail.com

Career Objective:

- To work in an organisation where i can utilise my skills for fulfilment of the organisation goal and which allow me to reach higher position.

PROFESSIONAL QUALIFICATION:-

<u>Course & Specializations</u>	<u>Subjects</u>	<u>College/University</u>	<u>Division or %</u>	<u>Year of Passing</u>
M.COM FINAL (WAITING)	Income Tax ,Statics Analysis, Cost Accounting, Hindi English	Bastar University Jagdalpur	47.6 %	2015
Post Graduation Diploma in computer(PGDCA)	C & C++,DBMS(ORACLE/SQL),VISUAL BASIC,PROGRAMMING IN JAVA,E COMMERCE.	Bastar University Jagdalpur	2nd Div	2013

ACADEMIC QUALIFICATION:-

<u>Course & Specializations</u>	<u>Subjects</u>	<u>College/University</u>	<u>Division</u>	<u>Year of Passing</u>
Bachelor of Commerce	Business Mathematics, Accounts, Statics analysis, Corporate Account, Cost Accounting,Income Tax, Indirect Tax, Management Account, Hindi & English	Bastar University Jagdalpur	2nd Div	2011
Higher Secondary	Account, Economics, management, Hindi English.	Chattisgarh Board Higher Secondary Education, Raipur	2nd Div	2008

Diploma In Computer Application	IT, Operating System DOS, Windows, MS Office, FOXPRO, C++ ,Visual Basic, Page Maker, Web Technology.	(Aisect) All India Society For Electronics And Computer Technology	1st Div	2008
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JOB PROFILE

Nov 2011 – <u>Current</u>	➤ Cholamandalam Investment and Finance Com. Ltd. (Group Company of . Murugappa)
	➤ Jagdalpur Branch (Chhattisgarh Region)
	➤ http://www.cholamandalam.com
	➤ Process In charge – Operations (Vehicle Finance)
	<u>Achievements:</u>
	➤ Star of the Month in July 2013 from East & Central Zone.
	➤ Continually qualifying in required parameters and process of our company/ Department.
	➤ Participating in company Contests/HR Quiz.
	➤ On Performance review 2013-14 Promoted as Process In-charge Operations.
	<u>Responsibilities:</u>
	➤ Operations process (Banking, Health Check & Disbursement, Customer . Service.
	➤ Collection support Process Handling Etc.)
	➤ Team coordination and leading as a FPR.
	➤ Data Compilation and Conclusions.
	➤ Software handling – CCMS-Cholamandalam Cash Management system, CSM – Customer Service Management, LMS – Loan Management System, Tele Smart.

Performance and Achievements:-

- Member of State Level Chess Competition In Ambikapur 2006-07.
- Member of state level Cricket Competition in Rajnandgaon 2009-10.

Work Experience:-

- 1 Years working experience as a “**Computer Data Entry Operator**” in **BSNL**, Jagdalpur.
- Presently working as a Process Incharge **Operation in “Cholamandalam Investment & Finance co.”** Jagdalpur, Since **29-June-2011**.

Interested and Activities:-

- Playing Cricket, Books Reading, Music.

Computer Skills:-

- PGDCA & DCPA
- Microsoft Windows applications (MS office/Open Office) Advanced.
- Basic Computer and Internet.

Language Skills:-

- Hindi and English - Basic (Reading and writing skills)

Expertise:-

- Branch Operational Process, Team Coordination, Data Compilation and conclusion.

Personal Details:-

- Father's Name : Shri Om Prakash Shrivastava
- Gender : Male
- Date of birth : 08th Dec 1990
- Marital status : Single
- Language know : English & Hindi.
- Nationality : Indian
- Present address : Near Chopra Rice Mill, Krishna Atta Chakki,
Akash Nagar Jagdalpur C.G. (Dist-Bastar)

Declaration

I can assure the management for the excellent growth and committed results in every assignment given to me and also promise to be an asset for the years to come.

The above information is true to the best of my knowledge.

PLACE:- Jagdalpur

(AVINASH SHRIVASTAVA)