

Name : Jaleshwar Singh Rajput

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**Address : Police Line Pamgarh-495554,
Dist- Janjgir Champa (C.G.)**



Career Objective

Looking for a self-motivated work environment and challenging position where I can add value to the Organization through utilizing my experience, knowledge of operations and education in modern business arena.

Professional Qualification

Degree	Board / University	College / Institute	Specialization	Yr. of Passing	Division
PGDCA	Bilaspur University	Chaitnya Science & Arts College Pamgarh.	Computer	2014	1st
MBA	M.D.U.	KIIT College Of IT & Management Gurgaon.	Marketing & Finance	2013	1st

Educational Qualification

Degree	Board / University	College / School	Year of Passing	Division
B.Com	G.G.U.	D.P. College Bilaspur	2011	2nd
12 th	C.G.B.S.E.	V.N.M.C.S.Pamgarh	2007	2nd
10 th	C.G.B.S.E.	V.N.M.C.S.Pamgarh	2005	1st

Project

Project Name	Company Name	Duration	Topic	Learning
Working Capital Management & Accounting Management	Lafarge Aarasmata Plant, Gopal Nagar, Janjgir -Champa	14-06-2012 to 14-08-2012	1.Working Capital Management 2. Accounting Management	Invoice Vise Dispatch, Fund Management & Production Capital Management.

Achievements (Extra Co – Curricular)

- ❖ Participated in 46-Annual Meeting of the board of Governor Asian Development Bank at Greater Noida in year 2012
- ❖ Participated in Maruti Suzuki Colors of Youth- 2012 held at New Delhi
- ❖ Participated in state level quiz competition on occasion of 61st Independence, organized by Jan-Sampark Department Chhattisgarh in year 2008
- ❖ Participated in District level “Assay” on Subject “Energy Saving” in year 2006
- ❖ Active participation in school and college cultural activities.

Computer Skills

Operating Systems : MS DOS, XP-2, Vista, Window7, 8
Accounting Software : Tally & Lotus
Others : MS Office Package, SPSS
: Proficient in Coral Draw and Photoshop
: Internet browsing/communication/social media etc.

Personal Traits

- ❖ Ability to learn new skill very fast, quick learner and good observer.
- ❖ Self-Confident, Calm, composed and tolerant of ambiguity.
- ❖ Believes in Knowledge sharing and team management.
- ❖ Have flair for Continuous Improvement and self- development.

Personal Details

Date of Birth : 30-04-1990
Sex : Male
Marital Status : Single
Language Known : Hindi, English, Chhattisgarhi
Hobbies : Travelling, Riding Sports Bike, Watching Movie, Listening Music etc.
Strength : Extroverted, Inventive, and Communicative.
Permanent Address : Police Line Pamgarh, PO.-Pamgarh 495554, Dist.-Janjgir Champa (C.G.)

The information provided above is true and complete to the best of my knowledge. Promising my complete co-operation at all times and hoping for the same in return.