



RESUME

HARDIK D. MAJITHIYA

✚ **Communication Address:**
Block No 19, Prapti Apartment,
Opp. Light House,
7/1 Patel colony,
Jamnagar – 361007.
(M): +91 94269 35777.
Email- hardikmajithiya07@gmail.com

Personal Details

Date of Birth : - 15 / 09/ 1990.
Gender : - Male.
Age : - 23 Years.
Marital Status : - Unmarried.
Cast : - Lohana (Hindu).
Language Known : - Gujarati, Hindi and English.
Mother Tongue : - Gujarati.
Hobbies : - Management, Traveling, Together General Awareness.

CAREER OBJECTIVE

- ✚ Dynamic management professional offering extensive and successful leadership positions in organization where an extraordinary zeal to achieve the targets; focus on client commitment and relationship.
- ✚ To obtain a demanding position in company offering advancement opportunities, this will develop and actively utilize my acquired skills & abilities.
- ✚ To work in that type of organization when professional communication with each and other persons and make a good communication with all.

1.

PERSONAL SKILLS

- Good Communication and Strategic Planning.
 - Conflict Resolution and Relation Building.
 - Team Leading and Supporting.
 - Team Managing and Growing.
 - Teaching and Learning Skill.
 - Honest and Hardworking.
- ✚ **Strengths: -**
- Achievement oriented with excellent people management skills and an ability to manage change with ease.
 - Excellent negotiation and analysis skills.

2.

EDUCATIONAL QUALIFICATION

Academic: -

- Pursuing Master of Commerce (Accounting & Fin. Mngt. In External)
From: Saurashtra University-Rajkot. Year: 2012-14.
- Bachelor of Education (Accounting & Economics) with Distinction Class in
March-2012. From: Saurashtra University-Rajkot. Year: 2011-12.
- Bachelor of Commerce (Accounting & Fin. Mngt.) with Pass Class in March-2010.
From M.S. University-Baroda. Year: 2007-2010.
- H.S.C. with First Class in March-2007 from D.C.C High School-Jamnagar.
[Gujarat Secondary and Higher Secondary Education Board-Gandhinagar]
- S.S.C. with Pass Class in march-2005 From Municipal High School-Jamnagar.
[Gujarat Secondary Education Board-Gandhinagar]

Specialization:-

- Commerce with Accounting and Finance Management.

Technical knowledge: -

- Database: - Microsoft Access.
- Internet Technologies.
- Computer Knowledge Regarding Tally (7.2 & 9.0)
- CCC from Dr. Baba saheb Open University.

WORK EXPERIENCE

- I was worked in HDFC BANK LTD as SALES OFFICER in CANI Department.
From: August, 2010 to September, 2011.
- I was worked in The Lakshmi Vilas Bank Ltd As a sales Officer in CASA Department
From: September 2012 to April 2013.
- I am working in Shakti Finance as Team Leader in Credit Card and Personal
Department. From July, 2013 to till.

REFERENCE

- Rajeev Parekh as a Sales Manager in HDFC BANK LTD Jamnagar Main Branch
Contact No. +91 98795 77855
- Jayant Jain as a Branch Manager in THE LAKSHMI VILAS BANK LTD Jamnagar.
Contact No. +91 93281 03122.

Date: _____

Place: _____

Regards,

(Hardik D. Majithiya)