

RESUME

SACHIN SHRIVASTAVA

ADDRESS:

➤ House no: 204 Old Avas Vikas

Civil Lines Rampur (up)

Pincode-244901

Email id- sachin28093@gmail.com

Mobile: +919015199710

+919456490700

Professional Objective:

➤ Looking for a Bank Teller position at First Financial Credit utilizing keen accounting and cashiering experience in order to contribute to the organization's mission.

Work Experience:

➤ 15 months experience in MUTHOOT FINCORP LTD. (NBFC) as a CUSTOMER SERVICE EXECUTIVE (cashier, front desk and appraiser) in Lajpat Nagar Ghaziabad branch.(01.08.2013 to 05.12.2014)

Academic Qualification:

➤ Graduation B.COM passed from (SHIATS) Allahabad University with 1st division in 2014.

➤ Intermediate Passed from Board of N.I.O.S. with 2nd division in 2008.

➤ High School Passed from Board of C.B.S.E. with 2nd division in 2006.

Professional & Computer skills:

- Completed GNIIT (36 months) diploma in (business system information management) from NIIT in 2014.
- Certified in course on computer concepts (CCC) from NIELIT in 2013.
- Completed English for excellence - primer from NIIT in 2011.
- Programming in ms-office & Internet from ZEDCA in 2008.

Strength:

- Honesty, Multitasking.
- Reliability, Good Judgement.

Hobbies:

- Badminton & interacting with people.
- Other interest include listening song & Travelling.

Personal Profile:

- Name: Mr. Sachin Shrivastava.
- Father's Name: Mr. S.K Shrivastava.
- Date of Birth: 31.05.1991.
- Nationality: Indian.
- Marital status: Single.
- Language: English, Hindi.
- Sex: Male.

Declaration: I hereby declare that above mentioned information is true to the best of my Knowledge.

SACHIN SHRIVASTAVA