**CURRICULUM VITAE**

**ANKIT GUPTA**

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| **Mailing Address** |  |

**Ankit Gupta**

**343/4B-2 Bhola Nath Nagar, Jharkhandi Road**

**Shahdara,**

**Delhi – 110032**

**Mobile No: – 9910659924**

**E-mail:- gupta.ankit1001@gmail.com**

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| **Career Mission** |  |

I look forward to work in a challenging environment at a position, which provides me with an opportunity to utilize the knowledge and experience. I would like to apply my skill to make important decisions to contribute to the growth of the organization.

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| **Work Experience** |  |

* 8 months worked with V-Care Corporation( **US PROCESS**)
* Worked with KGL Impex Pvt. Ltd. as MIS Executive (DATA ENTRY) since March 2012 till April 2013.
* Currently working in Convergys India Pvt Ltd. As an Customer Care Officer(CCO)

**Key Learnings:-**

* MIS reporting to the management on the financial positions
* Also taking care of the accounting and financial analysis part under the supervision of the mentors.

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| **Professional Qualification** |  |

1 Year Travel & Tourism Diploma from Bird Academy.

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| **Academic Qualifications** |  |

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| **Examination** | **School/College** | | **Year of** **Passing** |
| B.B.A | I.B.M.E (NEW DELHI) | | 2011 |
| Intermediate (Commerce) | Laxmi Public Sr. Sec School(C.B.S.E) (NEW DELHI) | | 2008 |
| CBSE- X | Laxmi Public Sr. Sec School(C.B.S.E) (NEW DELHI) | | 2006 |
| **Personal Details** | | |  | | |

Father’s Name : Mr. Rakesh Kumar Gupta

Date of Birth : 23rd August, 1990

Gender : Male

Nationality : Indian

Religion : Hindu

Languages known : Hindi & English

Strengths : Analytical ability, Tidy working, Team work

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| **Hobbies** |  |

* Swimming
* Internet Surfing
* Listening Music

Given a chance, I shall try hard to prove myself an asset to your organization.

**(ANKIT GUPTA)**