

# RESUME

## PRAJAPATI PRIYANK J

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### CAREER OBJECTIVE:

Looking forward for an opportunity in an environment that offers me a consistently positive atmosphere to learn new technologies and implement them for the betterment of the business.

### EDUCATION QUALIFICATION:

| Sr. No. | Board/University Name | Degree           | Passing Year | Percentage |
|---------|-----------------------|------------------|--------------|------------|
| 1.      | G.T.U.                | MBA(Finance)     | 2021         | 8.81       |
| 2.      | G.U.                  | B.com            | 2019         | 6.27       |
| 3.      | GHSEB                 | 12 <sup>th</sup> | 2016         | 73.28      |
| 4.      | GSEB                  | 10 <sup>th</sup> | 2014         | 62.83      |

### WORK EXPERIENCE:

1. **Company Name** : - ASCENDUM KPS LTD

• **Duration** :- 01/03/2021 to Till Date

• **Designation** :- Process Associate

• **Task**

- Perform the audit per the Checklist, instructions and process updates.
- Ensure that all loan documentation is complete, accurate, verified and complies with the checklist and guidelines issued by the client.
- Stays updated with the regular updates from the client and process the files within the defined quality benchmarks.
- Process the file in a fixed timeline & maintain a minimum Quality benchmark.
- Communicate with US Based client or any third party via phone/email as and when required.
- Perform any additional task(s) relating to the process assigned by the management.

**2. Company Name** :- GOLDMEN PROJECTS

- **Duration** :- 01/11/2019 to 15/02/2021
- **Designation** :- Account and office executive

- **Task**

- Prepare daily work report at site.
- Prepare monthly expense details all sites and generate expense report.
- Preparation of monthly salary details and PF details of workers.
- Prepare monthly sales and purchase report.

### PROJECT DETAILS:

1. **Title:** -In depth study on selected stock of SBI with respect to selected factor and its impact on it on stock.
  - **Description:** -
    - This was the first-time study in this context. The study was conducted to establish the relationship between share price Net profit of SBI with selected factors such as 1. Income on investment, EPS, Net NPA, and ROA. Statistical techniques such as Regression and correlation were used.
2. **Title:** - Study related people investing in different portfolio.
  - **Description:** -
    - Perception of people about investment and factor affecting investment

### SKILLS:

- MS Office
- Leadership Skills
- Data Analysis
- Management skill
- Communication skill
- Problem Solving

### FIELD OF INTREST:

- Highly Interested to Build Career In Finance & Management.

### STRENGTH:

- Enthusiastic
- Dedicated & Honesty toward Work
- Easy Adapt New Environment
- Self-Driven & Motivated

### HOBBIES:

- Cricket
- Want to do Tracking & Traveling

### PERSONAL PROFILE:

|                 |  |
|-----------------|--|
| Address         | B 18 Ravidarshan Flat Kalyan Chowk, Ratanba School, Thakkarbapanagar, Ahmedabad-382350 |
| Date of Birth   | 09/08/1999   |
| Nationality     | Indian   |
| Gender          | Male   |
| Known Languages | English, Hindi, Gujarati   |

### REFERENCE:

- **Name:-** Sandip patel
- **Post:-** Managing director
- **Company Name:-** Goldmen Projects
- **Mail:-** [Info.goldmenprojects@gmail.com](mailto:Info.goldmenprojects@gmail.com)
- **Phone No. :-** +91 73596 57706

### DECLARATION:

I hereby solemnly affirm that all the details provided above are true to the best of my knowledge. I shall carry myself in a manner that lends dignity to the organization.

**Place: Ahmedabad**

**Prajapati Priyank Jagdishbhai**