

## CURRICULAM –VITAE

**Lokesh dwivedi**  
**404 Tirupati residency**  
**Nr,Balaji temple,**  
**Silvassa-396230**  
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### CAREER OBJECTIVE

To be a self motivated and successful Operation professional and apply my experience and skills to achieve personal growth as well as the growth of the organization. I can achieve this through commitment and towards work through my interpersonal skills and by working smartly.

### BASIC ACADEMIC CREDENTIALS

Qualification	Board/University	Year	Percentage
Higher Secondary School	Jawahar navodaya vidyalaya.. Surendranagar- C.B.S.E-Board	2013	62.00%
SSC	Jawahar navodaya vidyalaya.. Silvassa- C.B.S.E-Board	2011	60.00%

### MAJOR PROJECT UNDERTAKEN

- Under Summer Inter Ship Project “A Study for Customer Satisfaction on Maruti Suzuki at Kataria Auto Mobiles Pvt Ltd.

### IT PROFICIENCY

- **Microsoft Office:** Microsoft Office Word, Microsoft Office Excel, Microsoft Office Power Point.

## WORK EXPERIENCE

➤ **Previous Organization : Smart value product and \$services Ltd**

**Duration** : NOVEMBER 2014 till date to JULY 2016

**Designation** : sales and marketing excutive

**Profile** : Handling sales, reporting, team heandling and tele-calling.  
: Man power managment

➤ **Current Organization : Riddhi Corporate Services Ltd**

**Duration** : August 2017 - Pressent

**Designation** : Team Leader

**Profile** : Handling the project of Vodafone M-pesa  
: Responsible for overseeing the day-to-day operations of the team, distributing the workload evenly amongst staff and making sure motivation and performance levels are maintained.

## INTERPERSONAL SKILL

- Flexible to manage situation
- Positive Attitude
- Hardworking to achieve goal
- Ability to cope up with different situations.

## PERSONAL DETAILS

- |                                 |  |
|---------------------------------|--|
| ❖ <b>Name</b>                   | : <b>Lokesh dwivedi</b>  |
| ❖ <b>Father's Name</b>          | : <b>Shree.Dhananjay dubey</b>   |
| ❖ <b>Date of Birth</b>          | : 08 <sup>st</sup> may 1995  |
| ❖ <b>Language Known</b>         | : English,Gujarati &Hindi  |
| ❖ <b>Marital Status</b>         | : Single   |
| ❖ <b>Nationality/Religion</b>   | : Indian   |
| ❖ <b>Interest &amp; Hobbies</b> | : Reading ,Travelling , Playing outdoor games like football<br>volley ball basket ball And indoor games like table tennis,<br>and badminton. |

## DECLARATION

I do hereby declare that the above information is true to the best of my knowledge.

Place: Silvassa

**Lokesh dwivedi**