Curriculum Vitae

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| Devashish K. Vyas |
| “MATRUSHISH”, Hanuman Temple Road , Nr. Viram Asha Flat  Surajkaradi, 361347  +91-9624500669  [vyasdev9@gmail.com](mailto:vyasdev9@gmail.com) | |

**Objective:**

To force a challenging career that utilizes my knowledge and skill to the fullest extent in an organization that can explore my skills to provide platform for career growth and learning.

**Educational Qualification:**

**2015 –** BCA (Bachelor of Computer Applications)

R P Bhalodia College of Commerce and Business Management - Rajkot

Grade points: (First Class Grade) 65.16

**2011 –** HSC (Higher School Secondary)

MHS (Mithapur High school - Mithapur)

Grade points: 53.14

**2009**  **–** SSC (Secondary School Certificate)

MHS (Mithapur High school - Mithapur)

Grade points: 44.46

**Extra-Curricular Activities:**

* Proficiency in MS Office programs (Word / Excel / PowerPoint)
* Good knowledge in SAP MM.
* Society for Creation of Opportunity through Proficiency in English, University of Cambridge
* Participated in – Association of Language Testers in Europe, University of Cambridge.
* Participated in – Student Empowerment Workshop on. Android.

**Experience:**

**->** Safety & server engineer at Dwarkadish temple - Dwarka

**->** Document Analyst in Civil Dept. (Contractual base) – TATA Chemicals Limited.

From: 26th, Jan – 2016 TO Mar-2018.

**->** Currently working with - Account dept. On Auto Miro Project - Tata Chemicals Limited.

**Project profile – Civil Department:**

Legal Compliance & Communication,

Purchase Order - Requests & Service entry (PO – SE – PR),

Indents,

All maintenance works,

Daily Safety System Management,

Audits - inventory etc.

**Project profile – Accounts Department:**

Working on Auto Miro Project.

Accounting of General Store / Purchase & MHY Invoices.

**Interest in:**

Development, Management and Computer Technology.

**Key Skill:**

**Operating Systems:**

* DOS. Windows 98 / Windows XP / Windows 7 & 8.

**Skill:**

* Initiative, Flexibility, Computer skills.
* People management skills, ability to build and motivate a team
* Facilitate problem solving & collaboration
* Capacity to give and accept feedback constructively
* Maintains high ethical standards both personally and professionally
* Create a healthy work environment that leads to trust, open and effective communication and a cohesive team effort

**Personal Information:**

Name : Devashish K. Vyas

Date of Birth : 16th Dec, 1991

Sex : Male

Marital Status : Single

Nationality : Indian

Languages : English, Hindi, Gujarati

Father : Kapil N. Vyas, Occupation: Worked At TCL-Mithapur

Mother : Ila K. Vyas, Occupation: House Wife

**Hobbies**

Playing volleyball & Chess, Traveling & Movies.

I hereby declare that the above written particulars are true to the best of my knowledge and belief.

Devashish K. Vyas