

RESUME

E-MAIL: parthkudpane@gmail.com | Mo: +91-7043464064 , 8980121214

NAME: PARTH SANAJAY KUDPANE

Experience: 2+ Years

CAREER OBJECTIVE:

To ensure a highly profitable career, seeking for a challenging job and healthy work environment where I can utilize my skills, experience and knowledge efficiently for organizational goal.

PERSONAL DETAILS:

Date of birth : 22-Feb-2000
Nationality : Indian
Language Known : Marathi, Gujarati, Hindi, English
Gender : Male
Permanent Address : 4/5, Sahajanand Society, CTM Cross Road,
Ahmedabad, Gujarat-380026 India

EDUCATIONAL DETAILS:

Degree	Year	Institution	Board	Percentage
S.S.C	2015	Pooja High School	G.S.E.B	63%
H.S.C	2017	Pooja High School	G.S.E.B	80%
B.B.A	2020	L.J. Institution Of Business Administration	Gujarat University	Secondclass

PROJECTS:

Title : Research Study of Web Streaming In India
Description : Preference of consumer towards online video streaming
Language Known : Marathi, Gujarati, Hindi, English
Duration : 06 Months
Team size : 10

PERSONAL SKILLS:

- Quick Grasping Power
- Smart Work and Team Work
- Good communication skills
- Ready to Take Responsibility
- Positive Attitude

COMPUTER LITERACY:

- Basic Computer Knowledge & MS office,
- Tally Prime Software for Accounting
- Typing speed: 20-22 Words Per Minute
- Frequent with Mailing and Applications

HOBBIES:

- Traveling
- Volleyball
- Cricket

WORK HISTORY:

Company	Blue Lotus Pvt. Ltd.
Role	Article Editor (public relation)
Duration	06 Months
Description	Article Uploading And editing

Company	Shrinath Travel Agency Pvt. Ltd.
Role	Booking Agent
Duration	14 Months
Description	Booking only Bus Tickets

Company	The Golden Time
Role	Cashier
Duration	14 Months
Description	Handle full Cash Counter

Company	Microlink Solutions Pvt. Ltd.
Role	Account Executive
Duration	Currently Working
Description	Accounting of sales & purchase, Responsible for Customers sales Order booked in System. Also handling Billing Process For Smooth Billing Regularly Responsible for sales order Punch in system on regular basis Communication with the sales Person for any kind of query related to customer purchase/work order any resolve the PO of customer.

DECLARATION

I hereby declare that the information given above is true, accurate & correct to the best of my knowledge & belief.

Yours Faithfully

Parth S. Kudpane