



## Curriculum Vitae

### **Pandya Rajankumar Narottambhai**

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### **Current Address**

C/ 12, Parxitnagar, Nr. Chandrabhaga Bridge old wadaj  
Ahmedabad-380013

### **Education Qualification**

| Exam      | Board/Uni.         | Years of Passing | Percentage |
|-----------|--------------------|------------------|------------|
| S.S.C     | G.S.E.B.           | 2011             | 46.20%     |
| H.S.C.    | G.H.S.E.B          | 2014             | 52.40%     |
| TY. B.Com | Gujarat University | Pursuing         | -          |

### **Computer Skills**

- M.S. Office (Word, Power Point, Excel, Access), Computer
- Maintenance, Internet Knowledge, Software Installation.
- Installing, Configuration and maintain the personal computer and Laptop
- Install Surfing and downloading of any Operating System
- Installation of software and driver any operating system
- In addition to the other duties including installation printer, administrator and technical documentation
- Application software like Ms office and Internet and other Utilizes
- Know ledge of about XP Operating System and Cisco router basis hands on in computer networking

### **Experience**

- I have 1Years Experience in Cantabil International Clothing Ltd as Sales Man in Ahmadabad.
- I handled 1 Years Spider Cyber Café at Income Tax, Ahmadabad
- Currently working in Fun City as Sr,Excutive. From 15<sup>th</sup> Feb 2012 to till date.

### **Personal Details**

Date of Birth :- 16<sup>th</sup> October 1993  
Sex :- Male  
Marital Status :- Single  
Nationality :- Indian  
Language s Known :- Gujarati, Hindi, English  
Strengths :- Good Communication Skills,  
Hard Working, Good convincing power.

Pandya Rajankumar