

# RESUME

## Personal Information :-

Name :- **Vaishnav vijay F.**

Address :- At.Dhandhuka ,Ta.Dhandhuka , Dist- Ahmedabad

Date of Birth :- 03/07/1981

Contact No. :- 99095 72417

Email Id :- vijay.vaishnav417@gmail.com

Religion :- Hindu

Nationality :- Indian

Language Know :- Gujarati,Hindi, English

Hobbies :- Music , Travelling, Singing

Strengths :- Positive Attitude and Friendly Nature

## Educational Qualification :-

H.S.C.	From G.S.E.B in B & H High School , Dhandhuka with 61.50%
B.A	From Bhavnagar University in Samaldash College, With Sociology Subject in April 2002
M.A	From Bhavnagar University in Sociology Department with Sociology Subject in April 2004

## Computer :-

Software Knowledge	Completed the course of Certificate in Computing (CIC) From Dr. Baba Saheb Open University in the Year of 2005
	Operating Knowledge of Computer & M S Office , D.T.P , Tally from Private Educational Institute in Dhandhuka in Year of 2006

### **Work Experience :-**

- **I have 4th Year worked as “ Computer operator cum dispech executive” with Cadila Healthcare Ltd**

As Bellow worked in cadila healthcare ltd.

- Dispatch
- Billing with Sap
- Loading- Unloading , Stock Counting

- **I have 2 Year worked as “Store Incharge” with R.C. Enterprise (C&F) 2 Years**

As Bellow worked in R.C. Enterprise

- Dispatch
- Billing with Tally
- Loading- Unloading , Stock Counting
- **Presently Warking as “ Store Incharge “ Ras Bearings pvt ltd.- Ranpur Last 7 years**
- Inward-outward with SAP
- Stock Counting
- Store Supervision
- Stock manage as per planing

### **Objective :-**

To secure a challenging position a dynamic organization that will utilize my diverse enthusiasm, strong communication skill, management & marketing skill with the opportunity of professional growth.