

RATHOD JAGDISH
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com

RESUME

OBJECTIV

Full Name : Rathod Jagdish Prabhatsinh

Address : A/3, Suminpark, Taranagar ,
Vastral Road, Mhadenvnagar,
Ahmedabad. - 382418

Date of birth : 14/01/1984.

Contact No : +91 9033327397/8320257315

E Mail : rathod.jagdish85@gmail.com

Sex : Male

Marital status : Married

Nationality : Indian

EDUCATION

Course	Board/Uni	Year of Passing	Percentage
S.S.C	G.S.E.B	April - 2001	67.57%
H.S.C.	G.H.S.E.B.	March - 2003	60.50%
B.Com	Guj.Uni	March - 2006	56.88%
M.Com – I & II	Guj.Uni	April – 2008	51.13%
B.Ed	Guj.Uni	April - 2010	79.33%

COMPUTER EDUCATION

- ❖ M.S. Office , C..DAC Mark Computer , Ahmedabad
- ❖ Tally ,C.U.Shah City Commerce College (2004) &
- ❖ Tally 9.1 , Ronak Computer, Mhadenvnagar

LANGUAGES : GUJARATI, HINDI, ENGLISH

WORK EXPERIENCE

- ❖ I have Three Years Experience as Account Assistant cum Cashiers in Kaushik Engineering Works, Kathavada GIDC, Ahmedabad
- ❖ One year experience as Accountant in Sanity International , Ahmedabad
- ❖ Still I working in HDFC BANK LTD I was joined as Senior sales officer and I have working with product team and TQM team current position as Transition Assistant on 30th January 2013 to till date

EMPLOYMENT

- ❖ FIRST COMPANY, KAUSHIK ENGINEERING WORKS, ACCOUNTANT
 - All bill entry in Tally with EXCISE, TDS, VAT,CST,GST,
 - Office works Document ,MIS maintenance
 - Cash handling, reconciliation of petty cash fund

- ❖ CORPORATION, HDFC BANK LTD
 - Team management works,
 - Loan application entry and operation for data, MIS maintenance, resolve system issues.
 - Field visit with field officer
 - Distribute mail for reporting

HOBBIES : TRAVELING.

Awards: I have get awards as Best Ta for the month of March 2018 and Best TQM Ta in (2016-2017).

Yours Truly,

Rathod Jagdish