

Name : Anil Kumar Sharma
Email ID : anilksharma485@gmail.com
Contact Number : +91 97256 08654, +91 81609 43659.

Academic Qualifications				
Year	Degree/Examination	Board/Institute	%/CGPA	Remarks
1997	New S.S.C.	G.S.E.B.	Passed	N/A
1983	B.com	Saurashtra University	Passed	N/A
1991	2 nd LLB	Saurashtra University	Passed	N/A
2010	3 rd LLB	Gujarat University	Passed	N/A
2014	L.L.M (Criminology)	Gujarat University	Passed	N/A
Work Experience				
Debt Recovery Tribunal – Ministry of Finance			From 05/10/1999 to 30.04.2023	
Recovery Officer Court	<ul style="list-style-type: none">Assisting the Recovery Officer in daily board proceedings, handling Recovery Officer's boardChecking of Case files and preparation of Daily BoardExhibiting of Documents / applications and writing RojnamaUpdating of MemorandumConducted the procedure of Attachment and Valuation as per orderConducted Public Auction in the Office and at the siteMaintain the records relating to the Recovery DepartmentIssued various types of Notices to the party			
Registrar Court	<ul style="list-style-type: none">Handling of Compliance / Registrar BoardIssuance of various Notices / summons to the partiesUpdating of Summons / Notices outward RegisterPreparing of daily boards and checking of case filesExhibiting of documents / applications and writing Rojnama			
Presiding Officer Court	<ul style="list-style-type: none">Assisting the Presiding Officer in daily board proceedings, handling Presiding Officer's boardChecking of Case files and preparation of Daily BoardExhibiting of Documents / applications and writing Rojnama			
Previous Work Experience				
Supervisor - Adult Education Department	<ul style="list-style-type: none">Worked as a part time Supervisor under Adult Education Department for V.D. Kaneki Arts & M.R. Sanghvi Commerce College, Savarkundla during 1983-84			
Custom Clearing Agency	<ul style="list-style-type: none">Worked as an independent Custom Clearing Agency from May 1983 to November 1983 at Palam Airport and C.W.C. Delhi			
Procurement Assistant - Gujarat Co-Operative Oil Seeds Growers Federation Ltd. (GROFED)	<ul style="list-style-type: none">Joined Gujarat Co Operative Oil Seeds Growers Federation Ltd. (GROFED) n 25th November 1983 at Dhasa Jn. unit as a Procurement Assistant and promoted as a Senior Procurement Assistant on 25th Nov. 1988 and transferred to Ahmedabad on 16.11.1990			
Other Qualifications				
Area 1	<ul style="list-style-type: none">Questioned Document and Finger Print Examination, Gujarat University in June 2012.			
Area 2	<ul style="list-style-type: none">Diploma in Co-Operation and Accountancy, Government of Gujarat in December 1995 (GDCA)			
Area 3	<ul style="list-style-type: none">Obtained Training from Udaybhansinghji Co-op Training College, Gandhinagar in Oilseeds procurement from 18-03.1985 to 31-3-1985.			
Area 4	<ul style="list-style-type: none">Obtained Training from N.D.D.B. (National Dairy Development Board) Anand in Oil Seeds Procurement and input from 28th Sep. 1987 to 7th November 1987			

Area 5	<ul style="list-style-type: none"> • Certificate Course in Computer Software covering Dbase, Lotus and WordStar from Amola Charitable Trust, Ahmedabad
Area 6	<ul style="list-style-type: none"> • Obtained 'B' & 'C' level certificates from N.C.C. and attended Annual Camp and Army Attachment camp
Extracurricular Achievements	
Sports	<ul style="list-style-type: none"> • Obtained College level certificate in sports such as Volley ball, Kabaddi, Long Jump
Other Information	
<ul style="list-style-type: none"> • Address: A/B-2 , PRIYA APARTMENT, Opp. Pawan Apartment, Nr. Judges Bungalows, Bodakdev, Satellite, Ahmedabad – 380 015 • Languages: English, Hindi and Gujarati • Religion: Hindu • Nationality: Indian • Marital Status: Married 	