

Dhruvin Patel

**Patel vas, Isnapur gam,
Vatva road, Isnapur,
Ahmedabad 382443
EMAIL: dhruvinpatel1028@gmail.com
MO.:9898280102**

CAREER OBJECTIVE

Looking for a challenging career, where I can contribute my knowledge and skills for the growth of the organization, team and self which gives an opportunity for a better learning and to excel as a leader.

EDUCATIONAL QUALIFICATION

Degree	Board/University	Percentage	Class	Year of Passing
B.COM.	Gujarat university	56	Second	2011
H.S.C.	GHSEB	57	Second	2007
S.S.C.	GSEB	55	Second	2005

COMPUTER SKILLS

MS OFFICE, EXCEL, TALLY

STRENGTH

- 1. Proven strength in speaking in English, problem solving, coordination And analysis.**
- 2. Strong communication, interpersonal, learning and organizing skills matched with the ability to manage stress and time effectively.**
- 3. Fast learner, self-starter.**
- 4. Highly motivated with the ability to work hard & effectively in a team strong leadership and qualities.**
- 5. Honest, Hardworking and Confident.**
- 6. Ability to work effectively, individually as well as in a team environment**
- 7. Good grasping power, Domestic and Overseas Mail Handling, Audit Handling.**

PERSONAL PROFILE

Full Name : DHRUVIN PARESHBHAI PATEL
Date of Birth : 28 -12-1989
Gender :Male
Permanent Resident : Ahmedabad, Gujarat
Languages Known : English, Hindi, Gujarati
Hobby : Reading, Playing cricket, singing

EXPERIENCE

- 1. I have 4 month experience in Gramadhar finserve private Limited as a profile making, document collect, document check, document upload, account opening, Ach registration, Ach process, customer notice process in Sola Ahmedabad and also continue.**
- 2. I have 3 year 1 month experience in Baroda Global Shared Services as a scrutinizer in Dena bank and as a scrutinizer in Nri department in Bank of Baroda providing training to the new joining employees in NRI department in Bank of Baroda Gift city Gandhinagar.**

3. I have 2 year and 5 month experience in Adarsh credit co-operative society as a back office executive in vastrapur, Ahmedabad.

REFERENCES

MR VISHAL MAJMUNDAR

**Team Manager,
Adarsh Credit Co-Op Society
Usman Pura, Ahmedabad
Mo- 97129 21594**

MRS DHRUTI SHAH

**Deputy Manager,
Baroda Global shared service
Gift city, Gandhinagar
Mo- 76220 77577**

MR NITIN KANSARA

**Director & HR Manager
Gramadhar Finserve Pvt Ltd
Sola, Ahmedabad
Mo-93275 85764**

AREA OF INTEREST

Working in a Corporate Level

DECLARATION

I hereby declare that the information furnished above is true to the best of my knowledge.

Date: 13/09/2022

Place: AHMEDABAD

Dhruvin P Patel