

CURRICULUM VITAE

PERSONAL DETAILS :

NAME : **RAVAL AAKASH SANJAYBHAI**

ADDRESS : 24, SHITALCHHAYA SOCIETY,
ARBUDANAGAR ROAD, ODHAV,
AHMEDABAD - 382415.

DATE OF BIRTH : 10-02-1994

CONTACT NO. : **(M) 8866215295**

NATIONALITY : INDIAN

GENDER : MALE

RELIGION : HINDU

MARITAL STATUS : UNMARRIED

HOBBIES : READING, MUSIC, SPORTS

LANGUAGES KNOWN : ENGLISH, HINDI, GUJARATI

E-MAIL ID : **ravalaakash35@gmail.com**

EDUCATIONAL QUALIFICATION :

NO.	EXAM	BOARD/UNI	YEAR OF PASSING	PERCENTAGE (%)
1	S.S.C	G.S.E.B	MARCH - 2009	60.00 %
2	H.S.C	G.H.S.E.B	MARCH - 2011	73.00 %
3	B.C.A	GUJ. UNI.	JUNE - 2014	67.00 %

CAREER OBJECTIVE :

- To work in a challenging role that allows me to utilize my knowledge & experience provides an opportunity for excellent career growth.

OFFICE WORK & COMPUTER SKILLS :

- Experience of MS Office.
- Experience of ERP Software.
- Knowledge of Internet.
- All Office & Computer Works like : E-mail, Scanning, All types of Data Entry, Circular, Letters, Quotations, Purchase Order, Stickers, Sales Invoice, E-Way Bill, Cheque Maintain, Stock Maintain, Maintain Balance Sheet, Bank Statements, Purchase & Sales Account, Collection Book, Journal Entry, Cash Voucher, Payroll, Novel Pass, OEPL Effluent Manifest Pass & Documents Filing etc.

STRENGTHS :

- Communicating.
- Honesty, Patient & Dedication.
- Ability to work smart.
- Time Management.
- Ability to do work in group successfully

WORK EXPERIENCE :

(1) Vacunair Engineering Co. Pvt. Ltd.

Near Gujarat Bottling, Rakhial, Ahmedabad - 380023.

(Dated From 01-11-2014 to 31-07-2017)

- **Designation** :- Computer Operator cum Office Assistant
- **Company Profile** :- Liquid Ring Vacuum Pumps / Compressors, Spares for Vacuum Pumps, Centrifugal Air Blowers, Spares for Centrifugal Air Blowers, Axial Flow Fans, Oil / Gas Burners, Spares for Oil / Gas Burners, Side Channel Blowers, Pneumatic Conveying Systems & Heating Pumping Unit etc.

(2) Meera Dyestuff Industries

C-1, 243/2, Phase-II, GIDC, Vinzol Road, Vatva, Ahmedabad - 382445.

(Dated From 01-09-2017 to 31-05-2020)

- **Designation :-** Computer Operator cum Office Assistant
- **Company Profile :-** Meerafix F Dyes, XD Dyes, VS Dyes, P Dyes, HE Dyes & Reactive Dyes etc.

(3) Gujarat Dye-Chem Industries

Plot No.:403, Road No.: 35, Nr. Samir Textile, G.I.D.C. Estate, Odhav, Ahmedabad - 382415.

(At Present Dated 01-06-2020)

- **Designation :-** Computer Operator cum Office Assistant
- **Company Profile :-** Reactive Dyes

DECLARATION :

- I hereby declare that all the information provided in my resume is true to the best of my knowledge.

Dear Sir / Madam,

- I really need job.
- If you give me a chance to serve in your reputed Company under your kind control. I assure that I will try my best to give you full satisfaction by my smart work, co-operation, honesty & regularity.

Yours, Faithfully

RAVAL AAKASH