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| **RESUME** |

BHATT DHAVAL . K.

Shruti ridhhi flat,

Anal park,

Butbhavani temple,

Vejalpur -380051

ahmedabad

Gujarat.

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| **OBJECTIVE :** |

To Work With A Progressive, Growth Oriented And Value Based Organization Where I Can Learn And Grow, In And As Team Giving The Best Of My Acquired And Inherited Knowledge And Skills.

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| **PERSONAL DETAILS :** |

* Date Of Birth : 15-July-1992
* Marital Status : Married
* Religion : Hindu
* Nationality : Indian
* Contact No. : 9512461117, 9537511977
* E- Mail : bhattdhaval13@gmail.com
* Skill : Positive Attitude , Communication , Fast Decision
* Hobbies : Travelling, Listening Music , Reading & Playing Game

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| **QUALIFICATION :** |

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| **Examination** | **University / Board** | **Year** | **Percentage** |
| Diploma Software Eng | G.T.U | 2014 | 74% |
| SSC | GSEB | 2011 | 64.80% |

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| WORKING KNOWLEDGE : |

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| Basic | Data Entry, M.S. Office, Email Communication,Billing Software Etc… |
| Online | Payment, Vendor Registration, Profile Updating, Data Collection |
| Pc Maintenance | Software Installation, Problem Solving, Etc. |

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| **OTHER CERTIFICATE** **:** |

* MS Office

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| **STRENGTHS :** |

* Hardworking
* Punctuality

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| **WORK EXPERIENCE :** |

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| **Name Of Organisation** | **Place** | **Designation** | **Duration** |
| Gaytri Medical Store | Chotila | Computer Operator | 01-01-2008 to 31-12-2011 |
| Vibale Asscoiate (adani port) | Mundra | Computer Operator | 10-06-2012 to 31-12-2012 |
| Vodafone call center | Ahmedabad | Computer Operator | 18-01-2013 to31-01-2014 |
| Shreeji Medicines | Dhrangadhra | Computer Operator | 01-03-2014 to 31-03-2017 |
| Pradhanmantri bhartiya jan aushadhi Kendra | Dhrangadhra | Computer Operator | 01-04-2017 to 31-03-2019 |

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| **LINGUISTIC ABILITY:** |

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| **Languages** | **Read** | **Write** | **Speak** |
| English | Yes | Yes | Yes |
| Hindi | Yes | Yes | Yes |
| Gujarati | Yes | Yes | Yes |

Hereby I Declared That All Information Given Above Is True & Confirmed According To My Knowledge.I Assure You That I Shall Spare No Pains To Satisfy My Superiors By My Sincere And Hard Work.

Thanking You.

Your Faithfully

Bhatt Dhaval . K.