**Curriculum vitae**

Name:- Anish Saiyed

66, Azaznagar Fatehwadi,

Sarkhej Road Ahmedabad.

Mobile No:- 9824837842

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**CAREER OBJECTIVE:-**

I Want to secure a challenging and rewarding career, where I can utilize my expertise organizing skills and excellent leadership skills which contributes to organizational as well as personal growth.

**QUALIFICATION:-**

|  |  |  |
| --- | --- | --- |
| Class | University | percentage |
| 10th | C.B.S.C Board | 79.5% |
| 12th | C.B.S.C Board | 75% |

**PERSONAL DETAILS:-**

Date of Birth 04/04/1994

Gender Male

Marital status Married

Nationality Indian

Languages English, Hindi & Gujarati

**COMPUTER KNOWLEDGE:-**

Google Drive. Docs, Drive, Forms, Gmail, Sheets.

Spreadsheets. Excel, Google Drive, Open Office, pivot tables, vertical lookups, macros.Email. Outlook, Gmail, mail merge, filters, folders.

**SKILLS**

Critical thinking and problem solving.

Teamwork and collaboration.

Professionalism and strong work ethic.

Oral and written communications skills.

Leadership.

staying positive

**EXPERIENCE**

> 2 Years of Floor Handling Experience in Mall

> 3 Years and 2 Month Team Leader Experience in Pharmacy

> Inventory Control ,Outward ,Inward , CP, these Department have Lead

> Managing workflow.

> Training new hires.

> Creating and managing team schedules.

> Reporting to HR and senior management.

> Evaluating performance and providing feedback.

> Identifying and applying career advancement opportunities.

> Helping to resolve employee issues and disputes.

**Your Faithfully**

**Anish Saiyed**