

MAHESH KUMAR YADAV

(RESUME)



PROFILE: -

I am a hard-working and motivated person who wants to undertake a challenging career which provides an opportunity to grow as an individual and update my knowledge for the development of the organization.

ADDRESS: -

RAM BAGH COLONY,
NEAR JASIDIH THANA,
B. DEOGHAR
JHARKHAND-814142

MOB. – 9572006116, 8210419813

EMAIL – mk4660@gmail.com

ACTIVITIES & INTERESTS: -

LISTENING MUSIC AND
TRAVELLING

PERSONAL DETAILS: -

FATHER'S NAME – CHIT
NARAYAN YADAV

D.O.B – 02/08/1992

GENDER – MALE

MARITAL STATUS – UNMARRIED

NATIONALITY – INDIAN

BLOOD GROUP – B+ (POSITIVE)

EXPERIENCE

MANYA CONSTRUCTION AND INSTALLATION COMPANY

1st JULY 2017 – 5th January 2022
(Mostly work in construction site of IOCL)

ASSISTANT MANAGER

1. MANAGED THE DAILY OFFICE WORKS.
2. SUPERVISED THE DAILY OPERATIONS.
3. HELPED AND COORDINATED THE SENIOR MANAGER.
4. WORK DISTRIBUTION TO THE EMPLOYEES.
5. WEEKLY REPORTING TO SENIOR MANAGER.

EDUCATION

A.S. COLLEGE, DEOGHAR

BBA (PASSED), 1st DIVISION WITH 65% MARKS
2015-2018

NIOS

INTERMEDIATE, SCIENCE, (PASSED), 1st DIVISION WITHIN 54% MARKS
2010

JHARKHAND BOARD

MATRICULATION, (PASSED) WITH 69.9% MARKS
2008

TRAINING

1. INDUSTRIAL VISIT AT LA OPALA R.G. LIMITED, MADHUPUR, JHARKHAND
2. INDUSTRIAL VISIT AT SHREE BAIDYANATH AYURVED BHAWAN PVT. LTD. PATNA

ACHIEVEMENTS

1. ORGANIZED AND WON MANY SCHOOL AND COLLEGE PROGRAMS AND COMPETITIONS.

TECHNICAL SKILLS

1. ADVANCE DIPLOMA IN COMPUTER APPLICATION FROM AMAR COMPUTERS, DEOGHAR (DURATION- 1YEAR)
2. CCC FROM NIELIT

KEY SKILLS

1. GOOD COMMUNICATION SKILLS
2. LEADERSHIP SKILLS
3. TIME MANAGEMENT
4. QUICK LEARNER
5. TEAM WORK

