**CURRICULUM VITAE**

**Ghodekar Sanket Deepak**

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**Contact No.-** :9623679279

**Career Objective :-** To achieve challenging position through a reputed organization, this would utilize my knowledge & ideas for mutual benefits. I want to grow along with my organization and build strong team environments. I am confident, determined &dedicated towards my work and capable of handling responsibilities, organizing work & getting it done within time limit. I am looking for better prospects, long and fruitful career in a challenging environment.

**Educational Qualification :-**

|  |  |  |  |
| --- | --- | --- | --- |
| Education | University / Board | Passing Year | Percentage |
| ITI (AC Tech.) | Pune | 2007 | 70% |
| SSC | Pune | 2006 | 60% |

**Total Work Experience :-**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Name of Service | Name of Client | Duration of Experience | Total Duration | Name of Department | Designation |
| D.B Facility | D.B Facility | Jan2019 to till Date | 1year | Operation | Operation  Executive |
| Facilities | Q CONNEQT  AVON Facilities | March 2018 to Jan2019 | 1 year | Soft services | Soft services executive |
| Facilities & property management | Ginger | Jan 2017 to march 2018 | 1 year | MST | Technical supervisor |
| Facilities and Property Management | AFM Services PVT. LTD. | January 2012 to February 2013 | 1 Year | MST | MST |
| Facilities and Property Management | Feathers Management Services PVT. LTD. | February 2013 to April 2015 | 2 Years | BMS | BMS Operator |
| Cushman & Wakefield | Rashmi Commercial | 19 April 2015 to 31 March 2016 | 1 Year | PMSI | Property Executive |

**Total Work Experience :-**

1. AFM Services PVT. LTD. Is in to Facilities & Property Management. I have worked in property management as MST for the client NVidia Graphics, Wakdewadi.
2. Feathers Management Services PVT. LTD. Is in to Facilities & Property Management. I have worked in property management as BMS Operator for the client Bajaj Electricals LTD., Wakdewadi.
3. Worked in Cushman & Wakefield as a Property Executive with client Rashmi Commercial at Balewadi.

**Job Responsibilities :-**

* Operating HVAC Plant AHU unit.
* All type of CCTV System Installation.
* Fire Panel integration and control system.
* Handling all type of Smoke Detectors and MCP.
* General; maintenance for PA system & FA system.
* Responsible for training of the facility staff.
* Checking monthly deployment chart & invoices received from HO and forwarding to the client & keeping follow up for Cheques.
* Making Daily & Weekly work report, and Monthly Management report.
* Making Stock inventory management.
* Ordering all office related material and stationary after discussion with client.
* Handling pantry services.
* Responsible for General Hospitality services (like arrangement of meeting, booking conference room, etc.).

**Working as Recruiter & Trainer also….**

**Personal Information :-**

Permanent Address : Premlok park, Jaywant apartment, Building no. 67/24, near SKF company, Chinchwad 411033.

Date of Birth : 01/12/1990

Nationality : Indian

Gender : Male

Marital Status : Unmarried

Languages Known : English, Hindi, and Marathi.

Hobbies : Playing Cricket, Cycling, learning new thing about electrical from Net

Strengths :Quick learner, Hardworking.

**Place** - **Pune**

**Date: Your’s faithfully,**