

***Anil Kumar Saini*  Email - anilsaini1990@gmail.com Mob – *:* +91-9950203286 , 7014049508**

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| **CAREER OBJECTIVE:-** |

To constantly strive towards perfection in my field through optimum utilization of my knowledge and strength with full commitment and conviction to become a valuable asset for the organization

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| **ACADEMIC QUALIFICATIONS:-** | | | |
| **COURSE/ DEGREE** | **COLLEGE/INSTITUTE / UNIVERSITY** | **YEAR OF PASSING** | **RESULTS** |
| M.COM | SHEKHAWATI UNIVERSITY | 2018 | Appearing |
| B.COM | RAJASTHAN UNIVERSITY | 2014 | PASS |
| 12TH | RBSE -AJMER | 2009 | PASS |
| 10TH | RBSE- AJMER | 2006 | PASS |

DOMAIN KNOWLEDGE /OTHER QUALIFICATION:-

* MS. Office, Ms-excel, Internet.
* Tally 9. course
* Accounting entries
* Knowledge of computer repairing, motherboard problems & any software Problems.

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| **WORK EXPREANCE:-** |

**Company Name** : HDFC BANK Ltd.

Fatehpur(sikar) Branch

**Dejection** Monitaring team and report Daily MIS to coordinator all System work , loan application , account opening, loan Disbursement .

**Experience** : Oct.2016 to Till Date**.**

**Company Name** : Amol enterprises Pvt. Ltd.

: Laxmi krupa, Gopal nagar, Raod no.1 Dombivali (E) (Mumbai.) Pin-421201

**Dejection** : Computer Operator, Working- Purchase & Sales Invoice, billing entry

**Experience** : 7 months

**Company Name** : Jay Ind. Chemicals Pvt. Ltd. : Plot no.104/116/155,M.I.D.C.,Phase 1, Dombivali (Thane) Maharashtra, 421203

**Dejection** : Account assistant, Working- Parties goods entries, Daily grey stock entry, Daily Routing and goods in process entries

**Experience** : Relative 1 year’s 5 months, 10 AUG.2011 TO 15 JAN.2013.

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| **EXTRA CURRICULAR ACTIVITIES:-** |

* N.C.C.- ‘A’ Certificate
* **National Skill Development Corporation (N.S.D.C.) Certificate in banking and Finance.**
* Rajasthan State Certificate Course in Information Technology (RSCIT) Vardhaman Mahaveer Open University Kota (Rajasthan), By RKCL.

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| **INTERESTED:-** |

**URRICULAR ACTIVITIES**

* Listens to music and playing Cricket.

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| **PERSONAL PROFILE:-** |

**Name : Anil Kumar Saini**

**Father Name :** Sh. Jagdish Prasad Saini

**Address permanent :** Vill- Setho ki kothi, Near- Govt School, Post-deenwa jatan

Teh – Laxmangarh, Dist- Sikar, Rajasthan 332311

**Languages :** Hindi, English, Marathi and local language.

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| **PROFESSIONAL SKILLS:-** |

I have a balanced mix of aptitude and attitude .I enjoy taking responsibilities.And Thrive working in a group. I am a disciplined hard worker, avid and a fast learner. I hereby declare that the above mentioned particulars are true to the best of my knowledge.

Date: Signature:

Place: - Laxmangarh Anil Kumar Saini