

AKASH KUMAR UPADHYAY

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OBJECTIVE

To pursue a career in a dynamically growing organization, where I can utilize my acquired knowledge and skills to the utmost for the betterment of organization and self.

PROFESSIONAL SKILLS

- Proven performance in a deadline-driven environment
- Possess good organizational skills and ability to co-ordinate multiple tasks at once
- Possess good management and interpersonal skills
- Recognized ability to learn quickly and produce immediately
- Proficiency with all application in Microsoft Office
- Excellent written and verbal communication skills

EMPLOYMENT DETAILS

1)Delhivery Private Limited,Gurgaon| Intern (From July 2019 – October 2019)

Operational Responsibilities:

- The scope of this role was to maintain proper communication with Vendors to ensure timely delivery of the products.
- Timely updation of the dashboard to maintain proper record of clients.
- To look after the allotment of trucks as per load requirement by the client.
- Team management.

QUALIFICATION

- MBA (Marketing) from Bundelkhand University, Jhansi with 65.4% (2018).
- B.E (Mechanical Engineering) from RGPV University, Bhopal with 69.1% (2016).

SUMMER TRAINING

- Successfully completed 6 weeks of summer training from BHEL,JHANSI(A maharatan company and supplier of railway engine and transformer)

PERSONAL DETAILS

Date of Birth : 7th Aug, 1993
Languages known : English, Hindi
Nationality : Indian
Address for correspondence : A/17,Tilaknagar BHEL JHANSI (284120)

References shall be provided on request.

Akash Kumar Upadhyay