



# ASHWANI

## OBJECTIVE

I want to work in a company that gives me a chance to prove my abilities and help the company in any way possible. I want the company's standards and goals to rise with the help of my contributions.

## EXPERIENCE

- **Phoset Foods Pvt Ltd.**

2017 - 2023

E-commerce Executive

I was responsible for managing the day-to-day operations of our online store, including inventory management, order fulfillment.

- **Creative Educational Aids Pvt Ltd**

2023 - 2024

E-commerce Executive

I was responsible for managing the day-to-day operations of our online store, including inventory management, order fulfillment, and customer service and make purchase invoice & tax invoice on company format.

## EDUCATION

- **Premchand Rajkiya Sarvodaya Bal Vidhyalaya**

Passed 10th from C.B.S.E Board

- **Passed 12th from U.P Board**

S R INTER COLLEGE

- **Graduated in B.A**

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## KNOWLEDGE

- - MS Excel
  - MS word
  - Internet Surfing
  - Outlook Mails
  - Tally -( Sale & purchase Invoice Enter)
  - Shiprocket label Generate
  - E-way generate

## CONTACT

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New Delhi - 110091

## SKILLS

- Hardworking
- Problem solving
- Communication
- Active listening
- Teamwork
- Customer service
- Multitasking
- Adaptability

## INTERESTS

- Playing cricket
- Listening Punjabi
- Travelling

## LANGUAGES

- English
- Hindi

## PERSONAL DETAILS

- Date of Birth : 13/12/1994
- Marital Status : Married
- Nationality : Indian
- Religion : Hindu
- Gender : Male

o Place : Delhi