

RESUME

GANESH SHRIPATI KAMBLE.

B.Com

- **Career Objective:**

Ambitious to build career with an organization where team work is required & hardworking is expected.

- **Qualification:**

Academic Year	Course	Board/University	Percentage. %
2017	B.com	Mumbai	C grade
2014	HSC	Maharashtra State	63%
2011	SSC	Maharashtra State	65%

- **Skills & Other Qualification:**

- MSCIT - knowledge of Computers-MS Office, Internet, MS-Excel, MS-Word, E-mail,etc.
- knowledge of Tally.Erp9 Software.
- Having Good communication and networking skill.
- The Ability to work with team and independently as well.

- **Work Experience:-**

- Having 3 Years Work Experience with the organization - SYNGIENCE BUSINESS SOLUTIONS PVT. LTD.
as **Process Associate** Since-17th December 2019.

- Duties and Responsibilities of this previous Job -

- Data entry in computer software.
- Working on excel sheets and analysing data.
- Handling Data, preparing records and completing daily basis Target.
- Back office work.
- Maintaine data in excel sheet.

● **Personal Details :**

- ◆ Date of Birth :-29th September 1996
 - ◆ Place of Birth :- Mumbai.
 - ◆ Gender :- Male.
 - ◆ Marital Status :- Married.
 - ◆ Mother tongue. :- Marathi
 - ◆ Hobbies :- Listening to music and playing cricket.
 - ◆ Language's Known :- English, Hindi & Marathi.
 - ◆ E-mailId. :- ganeshkamble29091996@gmail.com
 - ◆ Contact No. :- 8591915939/+918652569553
- Resident Address :- 706, B-Wing, Parel Shivneri CHS, 7thFloor, D S Road,
Kasturba Gandhi Nagar, Worli, Mumbai-400018.

I hereby declare that information given above is true the best of my knowledge.

● **Date:**

● **Place :** Mumbai

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