**RESUME**

**MR. JITENDRA S. KALBANDE**

**Plot No. 440, Jay Bhim Nagar, Ambedkar Statue**

**Rameshwari Road, Trisharan Square,**

**Nagpur-440027, Maharashtra.**

**Email** [**- jitendrakalbande53@gmail.com**](mailto:-%20jitendrakalbande53@gmail.com)

**CONTACT NO : - 7972479290, 7420063464**

**CAREER OBJECTIVE:-**

Looking forward to work in a progressive & challenging environments where I could enhance my knowledge while providing my ability to work.

**PROFILE:-**

* Self starter and eager to meet challengers.
* Ability for taking up to higher level of responsibility.

**QUALIFICATION:-**

* **X Class Passed** From S.S.C. Board In 2005.
* **XII Class Passed From H.S.C**. Board In 2007.
* **B.COM ( II ) Year Appeared (Computer Application) From D.N.C. College**  **in 2010.**

**TECHNICAL QUALIFICATION:-**

* MS-OFFICE
* TALLY ERP 9.0
* EXCEL
* MS-CIT
* PPT

**EXPERIENCE:-**

* **1 Year Experience as a - Office Assistant at Arunodaya Industry (Powder Coating Unit).**
* **6 Month Experience as a – Back Office Executive at Sagar Automobile.**
* **I.6 Year Experience as a – Call Center Executive at Phoenix IT Solution (Pune)**
* **6 Month Experience as a Back Office Executive at Pronet System Pvt. Ltd. From 15th February 2014 to 10th August 2014.**
* **3.6 Year Experience as a – Senior Customer Care Executive & Senior Tele Caller Executive at Loksuvidha Finance Ltd. From 17th August 2014 to 31st January 2018.**
* **2.4 Years Experience as a – Sales Coordinator at Parksons Dyestuff Industries Pvt. Ltd. (Chemical Industry) from 19th September 2018 to 31st December 2020.**

**PERSONAL DETAILS:-**

**FATHER`S NAME :** Shri. Shyamrao V. Kalbande

**MOTHER NAME** : Suman Bai Kalbande

**DATE OF BIRTH :** 01/05/1988

**GENDER :** Male

**CASTE :** SC

**MARITAL STATUS :** Unmarried

**LANGUAGE :** Hindi, Marathi & English

**NATIONALITY :** Indian

**DECLARATION:-**

I hereby declare that all the information mentioned above is correct according to best my Knowledge and belief.

**PLACE : Nagpur Signature**

**DATE : Jitendra S. Kalbande**