

**SUBRAT JAIN**

**Address:** H.No. 334 Ward No. 4  
Gurudwara Singh Sabha Street  
Magazine Mohalla, Sangrur  
Punjab - 148001

**Mobile** : +91 9417300941

**E-mail:** subratsingla41@gmail.com

**Objectives:**

- To become a successful professional and gain exposure and experience in a competitive world, thereby accomplishing the organization's as well as individual goals through competent & directive efforts.

**Work Experience:**

Name of Organisation	Time Period	Role
Varun Steel Castings Pvt. Ltd.	June, 2013 to Dec, 2015	Assistant Manager – Business Development. As a part of team, I was responsible for forming marketing techniques, overseeing its implementation. I was also responsible for expanding the business in South Punjab at Amloh, Sangrur and Ludhiana.
S.A. Traders	Dec, 2015 to Now	Assisting Father in family business of Commission Agent in food grains.

**Professional Qualification:**

- Completed **B.C.A.** from **Punjab University, Chandigarh** with a percentage of 63.5 % in May, 2013

**Educational Qualification:**

Name of Examination	Board/ University	Name of School	Year of Passing	Percentage/CGPA
12 <sup>th</sup> (AISSCE)	CBSE	Vasant Valley Public School, Sangrur	2010	67.80%
10 <sup>th</sup> (AISSE)	CBSE	General Gurnam Singh Public School, Sangrur	2008	74%

**Strengths:**

- Keeness to learn.
- Confidence and self belief.
- Leadership and Ability to work cohesively in a team
- Dedication and determination to work.
- Sincere.
- Cheerful personality

**Skills:**

- Proficiency in MS Office (Word, Excel, Powerpoint).
- Proficiency in Tally (Accounts).

**DECLARATION**

I certify that all information is true and complete. I understand that any misleading or incorrect statements render this application void and may be cause for termination. My signature below acknowledges that I have completed this application to the best of my knowledge.

**Place: Sangrur**

**Signature**

**Date:**