

CURRICULUM VITAE

Ramesh Choubey

S/o. Rama Shankar Choubey

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Career Objective:

To take up a challenging career in an industry where my analytical and communicative abilities are sharpened and to become a much-respected sought-after professional by working efficiently and extending my sincere services to the company in which I am employed.

Work Experiences:

Employer : **MAA VAISHNAV MARBLES**
Designation : **MANAGER**
Duration : **Mar 27, 2012 – Till date.**
Location : **Konnagar, Hooghly**

Academic Chronicle: -

Examination Passed	Board / University	Stream	Year of Passing	Percentage
Matriculation	WBBSE	-	2010	50%
Higher Secondary	WBBHSE	commerce	2012	61%

Linguistic Abilities: -

- **To speak:** - English, Hindi, & Bengali.
- **To write:** - English & Hindi.

Strength:

- Hard Working
- Result Oriented
- Honest
- Flexible
- Self-motivated

SKILLS: -

- Basic Knowledge of computer, Ms Word excel from NIIT, Tally prime, accounting. Taxation, GST Return, TDS Return, Profit and loss account and balance sheet.

ADDITIONAL QUALITIES: -

- Able to work unsupervised and learns fast with creativity.
- Outspoken, friendly, independent and levelheaded person who likes to make friends.
- Involved in personality development and updating knowledge based through Reading, observation.
- Listening to music and sports are favorite leisure activities.

Declaration: -

I hereby assure that the above furnished information is true to the best of my knowledge and belief.

Yours Sincerely,

Place:

Date:

Ramesh Choubey