**RESUME**

**Address** **:** Bada Ashok Nagar, Behind Buddh Vihar,

Gudhiyari Raipur (C.G.)

Pin Code 492001

**Mob. No.** **:** 9644355041

**Email Id :** [rakeshgharde5@gmail.com](mailto:rakeshgharde5@gmail.com)

**Credentials :**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Course** | **Institution** | **Board/ University** | **Year** | **Percentage** |
| 10th | Raipur convent hr.sec.school.Raipur | CGBSE | 2011 | 45% |
| 12th | J.N.Pandey Multi-purpose school,Raipur | CGBSE | 2013 | 81% |
| ITI (COPA) | Aagashe ITI, lakhe nagar,Raipur | NCVT | 2013-14 | 76% |
| **B.COM** | PT.Harishankar shukla collage, kachna,Raipur | PRSU | 2017 | 49% |

**Personal Profile** :

Name : Rakesh Gharde

Father’s Name : Mr. Rahul Gharde

Mother’s Name : Smt. Bhavika Gharde

Date Of Birth : 06 November1996

Gender : male

Nationality : Indian

Marital Status : Unmarried

**Skill Set :**

* Microsoft Office Word
* Microsoft Office Excel
* Microsoft Office Power Point
* Internet Browsing
* Tally
* Hindi & English Typing
* Pagemaker

**Experience** **:**

Work in 1 year junior accountant in income tax advisior Rajneesh verma .

Work in 1 year Accountant in play home heights public school.saddu

**Declaration** **:**

I, hereby vouch for the authenticity of the above information to be true and correct to the best my knowledge and belief, till date.

**Place** **:**  Raipur Rakesh Gharde

**Date** **:**