

CURRICULAM VITAE



Name : Darshan Bharatkumar Purohit
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PERSONAL DATA :

Nationality : Indian
Marital Status : Married
Sex : Male
Date of Birth : 06th May, 1986
Languages : **Gujarati, English, Hindi**

EDUCATION

2012-13 : Master of Commerce (Advance Account) at Arts & Commerce College , Himatnagar (Hemchandracharya North Gujarat University, Patan) with 60.00 %
2009-10 : Post Graduate Diploma in Computer Application(PGDCA) at Merchant Institute, Visnagar (Hemchandracharya North Gujarat University, Patan) with 53.00 %
2003-06 : Bachler of Commerce (Advance Account) at Arts & Commerce College, Himatnagar (Hemchandracharya North Gujarat University, Patan)with 55.00 %
2002-03 : HSC (Commerce) at Shree Himat High School, Himatnagar (Gujarat Secondary & higher Secondary Board, Gandhinagar) With 47.33%

WORK HISTORY

- **Back Office cum Sales Executive, Wisdom Surgical Pvt. Ltd, Ahmedabad from 15th July.- 2018 to Present**
- Maintain all activity related Operation.
 - Maintain stock requirements against pending order
 - Selling of Medical Furniture & Other Medical & Hospital related Products
 - Maintain All data In Soft copy & Hard copy

- Communicate with vendor & client for Sales & Purchase related work.
- Maintain Party Order and give requirement accordingly and fulfill the on timeline.

➤ **Filed Investigator, National Sample Survey Office,(Ministry of Statistics & Programme Implementation) from 23th July.-2013 to 10th July-2018**

- Collect Data of Different type of survey Like Socio-Economy, Rural Price Collection, Wholesale Price Index etc.
- Collect the Data from Different Pocket as per given by GOVT.
- Analyzing Data
- Give Training to other Government Employees for Data Collection
- Maintain All data In Soft copy & Hard copy

➤ **Junior Clerk cum Computer Operator, District Backward Class Welfare Office, Himatnagr) from 1ST November.-2006 to 20th July-2013**

- Computer Data entry of Scholarship Form.
- Filing Work of different scheme of offices
- Maintain all record of office in soft & hard copy.
- Work in IFMS & GSWAN

I hereby declare that all the information given above is true to best of my Knowledge.

Darshan Purohit