

# MILAN DODIYA

● 106 -Tulsi Green Society, Nr. Makarpura Railway Station, Makarpura, Maneja,  
Vadodara-390014 ●

● Cell: 96017 75345 ● milan\_9991@live.com ●

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## ● WORK EXPERIENCE ●

- Worked as a Relationship Manager in same Co. at Vadodara Location till May-2023.
  - Worked as a Channel Sales Manager in Tata AIG General Insurance Co. Ltd.- Porbandar From Jan-2020 to Nov- 2022, (then taken transfer in a same Co. as above).
  - Worked as a Unit Manager in Turtlemint Insurance Broking Co.(Invictus Broking - Porbandar) From Dec-2018 to Dec-2020.
  - Worked as a Customer Service Executive in Cholamandlam MS General Insurance Co. Ltd. - Porbandar From Oct-2016 to Nov-2018.
  - Worked as an Accountant cum Cashier in Labh Autolink - Porbandar from Nov-2014 to Apr-2016.
  - Worked as Smart RC Project Executive in RTO (Regional Transport Office-Porbandar) from Oct-2011 to Oct-2014.
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## ● SKILLS & CERTIFICATIONS ●

- Well Versed in Advance MS Office & Tally Prime accounting software.
  - Able to handle Cash, have strong work ethic, adaptability & creativity skills
  - Certified Computer Hardware and Networking Course (HCA) from the Renowned Institute HCL
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**● ACADEMIC QUALIFICATION ●**

| COURSE | BOARD/UNIVERSITY      | PERCENTAGE | YEAR OF PASSING |
|--------|-----------------------|------------|-----------------|
| S.S.C  | GSEB                  | 52.00%     | 2009            |
| H.S.C  | GSEB                  | 54.00%     | 2011            |
| B.Com  | Saurashtra University | PASS       | 2015            |

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**● PERSONAL DOSSIER ●**

**Name** : Mr. Milan A. Dodiya

**Birth Date** : 15<sup>th</sup> September, 1993.

**Gender** : Male

**Marital Status** : Single

**Nationality** : Indian

**Hobbies** : Sports, Reading, Drawing, Working out,  
travelling, Play musical instruments,  
Martial arts, Gardening

**Language Known** : English, Hindi, Gujarati

I hereby declare that above furnished particulars are true to the best of my knowledge & belief.