

CURRICULUM VITAE

RUHI MATHUR

Address:-

**H.NO. - 196/8, MODAL TOWN 4/8 MARLA,
BASAI ROAD GURGAON PINCODE 122001
CONTACT NO. - 9958169410,**

Email ID ruhimathurd@gmail.com

OBJECTIVE :-

- As a young tech. Professional would I like to develop my career in the area of testing and maintenance and repairing of high technology and electronic product in growth organization permeably in manufacturing unit? And looking for a responsible and changeling roll in a dynamic organization that enables me to utilize and enhance my skills and experience.

ACADEMIC QUALIFICATION:-

- **10TH Class passed out from U.P Board Allah bad.**
- **12TH Class passed out from U.P Board Allah bad.**

TECHNICAL QUALIFICATION:-

I have done Diploma in Electronic Engineering from I.T.I in Gurgaon (H.R).

COMPUTER KNOWLEDGE:-

- **I have done Diploma in computer Application from J.S Computer Center in Gurgaon.**
- **Very good knowledge in MS-Word , MS-Office , MS-Excel, MS-Power point.**
- **Very good in Data Record and create any file.**
- **Very good knowledge in INTENET (Sending mail and attachment any file with the internet file).**
- **Make the MIS data and BSC documents and make all file.**
- **Good knowledge data entry and sap in Egg. Designing and make a soft copy all type report**

EXPERIENCE DETAILS:-

- **Name of organization** : - **SU-KAM POWER SYSTEM PVT. LTD.GGN (H.R).**
- **Period Time** : - **From Sep 2009 to April 2011.**
- **Designation** : - **Technician.**
- **Department** : - **P.C.B Testing in (Production)**

- **Name of organization** : - **Mindarika PVT.LTD.GGN.(H.R)**
- **Period Time** : - **From july 2012 to Till Date.**
- **Designation** : - **Data Typist**
- **Department** : - **Engineering Designing Department**

JOB PROFILE: -

- **Testing of 2.5 KVA /48V to 3.5 KVA /48V UPS,INVERTER System & PCB Cards**
- **Testing and Validation of Various Cards and used I Batteries Equalizer.**
- **The Full Fault Finding in Various PCB Cards and after then repairing & maintenance his cards.**
- **IGBT Driver cards (singe and three phases).**
- **TDR (Time Delay Relay).**
- **Maintenance and Repairing the all equipments and components &PCB Cards.**

JOB RESPONSIBILITY: -

- **Supervision of system on quality basis.**
- **Daily Report of the department to HOD.**
- **Maintain the WIP rejection report.**
- **The Responsibility for achieve target**

HOBBIES: -

- **Listing the music and watching the television.**
- **Playing the Games.**
- **Read the Holies Books like as (Ramayana).**

PERSIONAL PROFILE: -

Father's Name	: -	Shri Krishna pal
Date of Birth	: -	10 June 1990
Sex	: -	Female
Nationality	: -	Indian
Religion	: -	Hindu
Marital Status	: -	Unmarried
Language Known	: -	Hindi English
Permanent Address	: -	H.NO. - 196/8, Modal Town 4/8 Marla Basai Road Gurgaon Pin code 122001 (H.R).

DATE.....

SIGNATURE.....