

# **CURRICULUM-VITAE**

**RAM CHANDRA**

**ADDRESS: D-165 Pratap Vihar Part-III**

**Kirari Suleman Nagar**

**New Delhi - 110086**

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## **CAREER OBJECTIVE:**

- To achieve the position where I can apply the knowledge which I have learned through practical experience to encounter the real life challenges and to grow personally & professionally by contributing towards my organization's progress while being resourceful, innovative and flexible.

## **HIGHLIGHTS OF WORK EXPERINCE:**

- Presently working in Samara Automax Premier Honda Dealership at Mayapuri, New Delhi from Feb.2011 to till Date.
- One Year Exp. In Ring Road Honda (Bas engineering Pvt. Ltd.) Premier Honda dealership at Peeragadhi, New Delhi as Part Asst. & Computer Operator from dec.2009 to feb.2011.

## **EDUCATIONAL QUALIFICATION:**

- Graduation From kumaun University Nainital 2011.
- 12th passed From Uttaranchal board 2008.
- 10th passed From Uttaranchal board 2006.

## **PROFISSIONAL QUALIFICATION:**

- Diploma in Graphic Designing from Institute of Computer Science:-Corel Draw, Page Maker, Photoshop.
- Basic Computer: - Ms-word, Ms-excel, Ms-power point, & Internet.

## **WORKING EXPERIENCE:**

- ❖ Presently Working in Automax Premier Honda Dealership at Mayapuri, New Delhi as Part Executive & Computer Operator Feb.2011 to till to date.
- ❖ D,LITE online process oct.2012
- Handling/maintaining main store and service store.
- Routine physical inventory count and maintaining min-max level of stock.
- Maintain inward & outward stock records.
- Daily monitoring of consumable item status.
- Receive issue, data punching, physical stock verification, and preparing daily reports etc.

- ❖ 1 Year Experience worked with Ring Road Honda (Bas engineering Pvt.Ltd.) which is a Premier Honda dealership at Peeragadhi, New Delhi as store keeper, and dec.2009 to feb.2011.
- Handling service store.
- Daily monitoring of consumable item status.
- Receive issue, data punching, physical stock verification, and preparing daily reports etc

#### **STRENGTHS / PERSONALITY TRAITS:**

- Enthusiastic, Energetic, Confident, Ambitious & hard working.
- Smart enough at dealing with any kind of situation.
- Capable of taking any kind of responsibility.

#### **HOBBIES AND INTERESTS:**

- Reading Books, Playing Cricket and Watching Movies.

#### **PERSONAL INFORMATION:**

- Father's Name : Mr.Dayal Chandra
- Date of Birth : 03 April 1991
- Marital Status : Unmarried
- Religion : Hindu
- Languages Known : Hindi & English
- Nationality : Indian

#### **DECLARATION:**

- I hereby declare that the above information's are true to the best of my knowledge.

Date:  
Place: New Delhi

(Ram Chandra)