

Resume

DEEPCHANDRA YADAV

Opp. Geeta Soap Factory, Panchvati Soc., Abrama Road, Valsad
8866698305 | Deep12yuvi@gmail.com

#CAREER OBJECTIVE:

Obtain a challenging leadership position applying creative problem solving and lean management skills with a growing company to achieve optimum utilization of its resources and maximum profits.

#EXPERIENCE:

-Shalby Hospital – 23/07/2018 – Till date **Operation Executive**

Maintaining House Keeping Store
Maintaining Linen Store
Petty Cash
Maintaining Reports & Records
Infrastructure Mangement
Outsource Manpower Management
Data Preparation of Outsource Manpower
Maintaining Operation Data

-Nseit Ltd - 10/01/2017 - 21/05/2018 **Associate Test Administrator/ Centre In-charge**

MIS
Conducting Online Examinations
Maintaining Reports & Records
Maintaining Expenses of Centre
Petty Cash

-CMS Infosystem Ltd. - 13/11/2014 - 17/11/2016 **MIS Executive**

Maintaining MIS Records
Operational Activities (Dispatching Routes, Maintaining Cash Indents, Petty Cash,etc.)
Day End Reports

-TBZ Ltd. - 10/02/2013 - 05/09/2014

CSE- Customer Support Executive

Customer Support
Sales of Jewellery
Maintaining Customer Data
Post Sale Customer Support

-Lycanz Organisation - 01/06/2012 - 06/01/2013

Marketing & H.R. Officer

Door to Door Marketing
Recruiting People
Team Leader
Recruiting and Retaining people for Team Building & Gain Business from them.

#EDUCATION:

VNSGU, Surat

B.Com with 59.67%
2012

GSHSEB, Gandhinagar

HSC with 71.14%
2009

#PROJECTS:

Online Gateway Exams Projects

Conducting Online Govt. Exams like DGVSL, PSI Recruitment, etc in different venues .

#ACHIEVEMENTS & AWARDS:

University Chess Player

#INTERESTS:

Team Leading
Computer
Management
Operational Activities

#PERSONAL PROFILE:

Date of Birth : 30/10/1990
Marital Status : Single
Nationality : Indian
Languages : English, Hindi & Gujarati

Place : Valsad

Hobby :

Playing Chess & Cricket

Listening Music

Watching Movies

Internet Browsing

#REFERENCE:

Satendra Singh

"Western Railway"

Asst. Station Master

Satendrasingh143@gmail.com

DECLARATION:

I hereby declare that all the above mentioned information given by me is true and correct to the best of my knowledge and belief.

Place: Valsad
Date: 18/09/2018

Deepchandra R. Yadav