

# CURRICULAM VITAE

## **Rajesh Yadav**

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## **TITLE**

As a MIS Executive, looking for a suitable opportunity to contribute towards technological enhancement by collaborating with an organization that has a similar vision or leads to one such pathway, where I may be able to influence its growth and improve my own standards.

## **QUALIFICATIONS**

MA in Pol.Science (Appearing)

B.A. in Pol. Science

XII from NIOS

X from CBSE

## **ADDITIONAL QUALIFICATION**

- ✓ Certificate course in **Civil Auto Cadd** from The Delhi Institute of Computer Science.
- ✓ Certificate in MS-office from Nice Computer Education Point
- ✓ Certificate in computer typing.
- ✓ Certificate in National science Olympiad

## **WORK EXPERIENCE**

### ● **SATPAL SHARMA & SONS**

○ Position Held: **Clerk**

○ Nature: Accounts team Support

○ Duration: June'2011 to Feb'12

### ● **HBS SOLUTION PVT LTD**

○ Position Held: **MIS EXECUTIVE**

○ Nature: ITR & TDS

○ Duration: April'2017 to Jan'2019

- **EFFICIENT INSURANCE BROKERS PVT LTD**

- Position Held: **MIS EXECUTIVE**

- Nature: Life Insurance

- Duration: Feb'2019 to till date.

**PERSONEL DETAILS**

Father Name : Arvind Kumar Yadav

Date of Birth : 9<sup>th</sup> May 1992

Sex : Male

Marital Status : Married

Nationality : Indian

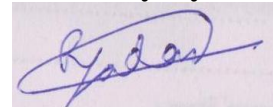
Languages known : Hindi, English, Bhojpuri

Salary Expected : Negotiable

**DECLARATION**

I hereby declare that the facts stated above are true & correct to the best of my knowledge

**Yours Loyally**



(RAJESH YADAV)