**RASIKA ANKUSH BHALERAO**

**E-Mail:** rasikabhalerao933@gmail.com

**Contact:** 7387653807

**OBJECTIVE:**

To work in progressive organization, allowing me to utilize my education while gaining valuable work experience in a team oriented environment.

**PROFILE SUMMARY:**

* Experience of working as a trainee engineer.
* B.E. in Mechanical Engineering from G.H.Raisoni College of Engineering and Management, wagholi, Pune.
* Ability to learn new technologies and concept within short span of time.
* Ability to handle multiple tasks with excellent organizational skills.

**ACADEMIC QUALIFICATION:**

|  |  |  |  |
| --- | --- | --- | --- |
| **Degree** | **Result** | **University** | **Year of passing** |
| B.E. | 73.06 % | Savitribai Phule Pune university | 2016 |
| H.S.C. | 71.67 % | Maharashtra state board | 2011 |
| S.S.C. | 75.53 % | Maharashtra state board | 2009 |

**WORK EXPERIENCE:**

Trainee engineer

Internal sales department

CTR manufacturing industries ltd.

2nd September 2016-2nd September 2017

* Review of all orders on daily basis.
* Continue following up with respective departments in order to fulfill the customer requirements.
* Maintaining all sales related documents.
* Tracking of orders from generating, processing, execution, development and dispatch according to all technical specifications under guidance of senior sales person.
* Supporting customers regarding technical queries.
* Coordinating with PPC to expedite product delivery.
* Following up with logistics to deliver the product within specified time limit.
* Handling telephonic conversations with customers including Enquiries, Generation and New Customer Development.
* Coordinating with design for new product as per customer requirements.

**ACADEMIC PROJECT:**

* **Project Name:** Effluent Treatment Plant
* **Motive:** ETP purifies the wastewater through water treatment processes.
* **Duration:** 4 months
* **Team Size:**3
* **Role:** Team leader, Designing and Development

**TECHNICAL SKILLS:**

* Operating Systems : Windows 7, Windows 8, XP
* Application packages : MS Office
* Computer Aided Design using CATIA
* Powerpoint Presentation

**ADDITIONAL CREDENTIALS:**

* Auto CAD
* Solidworks

**PERSONALITY TRAITS:**

* Strong motivational and leadership skills.
* Ability to work in group as well as individual.
* Excellent communication skills.
* Ability to perform under pressurized situations.
* Eager to learn new things.

**PERSONAL DETAILS:**

Date of birth : 17-Feb-1994

Languages known : English, Hindi and Marathi

Hobbies : Writing diary, Singing songs, Reading novels, Sketching

Address : C-206, Green-City, Satavnagar, Handewadi Road, Hadapasr, Pune .

I declare that the above particulars are true to the best of my knowledge and belief.

Place: Pune Rasika Ankush Bhalerao