**Resume**

**Virendra Shriram Tiwari** E-mail ID – [vrendra143@gmail.com](mailto:virendra21tiwari@rediffmail.com)

Civil Line,

**Khamgaon** – 444 303 Mob. No. **099224 83902**

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| **Objective :** |

I wish to be a part of growing concern, where I can put to use my creative aptitude as my learning advances with the achievement of organization's objectives and also develop myself as well as my Organization. Believe in the ideology of growing with the organization.

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| **Experience :** |

1. **Works with HDFC BANK Ltd. as Teller Authorizer since 11th January, 2016 to 07th August 2017. Job Role: Teller Authoriser. Authorising all cash and non cash transaction. Authorising RTGS, NEFT, clearing. Cross sell**.
2. **Worked experience as Accounts Executive at Shriram City Union Finance Ltd.**

**(Oct 2013 to Jan 2016). Job Role** : **Accountant.  Handling petty cash, cash deposition in bank, monthly attendance report for Branch, monthly reporting to Divisional accountant.**

**3**. **Worked experience as Officer at India Infoline Finance Limited. (Sept 2011 to**

**June 2013) Job Role: Officer. Appraisal of gold ornament and valuation of gold ornament.**

1. **Worked experience one year as Assistant Branch Head in Manappuram Finance Ltd. (Sept. 2010 to Sept 2011). Job Role: ABH. Sanctioning of Gold loan. Services handling for money transfer, western union.**

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| **Summer Internship Program :** |

With **Max New York Life Insurance Company Ltd**. Amravati 15th Aug. 2009 to 30th Sept. 2009. as **Recruitment Consultant.**

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| **Educational Qualification :** |

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| **Exam** | **College** | **University/Board** | **Year of Passing** | **Percentage** | **Class** |
| **M.B.A. (F.M)** | **I.A.S. Amravati** | **EIILM University** | **2010** | **67.00%** | **I** |

**B.Com**:- I have passed B.com from Amravati University in the year Mar 2008

from G.S.College, Khamgaon percentage 49.27.

**H.S.C.**:- I have passed H.S.C. from Amravati Board in the year Feb 2005.

from A.K.National High School, Khamgaon percentage 56.83.

**S.S.C**.:- I have passed S.S.C. from Amravati Board in the year Mar 2003

Percentage 56.13.

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| **Computer Efficiency :** |

1. MS-CIT (Maharashtra State Certificate of Information Technology)
2. Tally 7.2

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| **Typing Skills :-** |

I have Passed English Typing 40 w.p.m.

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| **Extra Curriculum Activities :-** |

1. Certificate of “Environmental Studies” for partial fulfillment for the award of Bachelor’s Degree.
2. Certificate of “Essay Writing”.
3. Certificate of “Rashtrabhasha Pravesh Pariksha”.

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| **Personal Profile :** |

**Name : Virendra Shriram Tiwari**

Father's Name **: S**hriram Badriprasad Tiwari

Date of Birth **:** 21st April 1987

Gender **:** Male

Marital Status **:** Married

Nationality **:** Indian

Religion **:** Hindu

Cast **:** Brahmin

Category **:** Open

Language Known **:** English, Hindi, Marathi

Blood Group **:** B+

Hobbies **:** Reading Newspaper, watching cricket.

Permanent Address **:** Civil Lines, Deshmukh Plot, **Khamgaon.**

Dist. Buldana – 444 303

**Declaration:**

I have an aptitude to work in a team with great enthusiasm. I hereby declare that information furnished by me is true to best of my knowledge & belief.

Signature

Place: Khamgaon. **(Virendra Tiwari)**

Date: