

# RESUME

## MAUSAM BAGDE

Flat No 405, Vraj Vihar,  
Adajan Gam, Adajan.  
Surat – 395009.

**Email:** mausam764482@gmail.com

**Cell No. :** +91 8319073635 / +91 8962192220



---

### CAREER OBJECTIVE:

- Seeking a Competitive and challenging career and to serve the Organisation with my interpersonal abilities and consistence hard work.
- I want to become a successful person, where I can utilize all my potential for growth of Organisation.
- Self motivated and very efficient individual who can handle pressure is always organize.
- Always keen to learn more and acquire greater knowledge to the benefit of our Organisation.

### ACADEMIC QUALIFICATION:

EXAMINATION	BOARD/ UNIVERSITY	PASSING YEAR	%
B.Com	CVRU	2016	69.00%
12 <sup>th</sup> (H.S.C)	CBSE - DPS	2013	56.00%
10 <sup>th</sup> (S.S.C)	CBSE - DPS	2010	57.00%

### EXPERIENCE:

- Worked in **Vodafone India, Surat** as a **Back Office Executive** for 1 Year.
- Worked in **Hindustan & Petroleum Gas, Surat** as a **Back Office Executive** for 2 Years.
- Presently working in **Yes Fashion Pvt Ltd, Surat** as an **Office Executive** for last 1 Year.

### COMPUTER SKILLS:

- ❖ Basic (M.S EXCEL, M.S WORD, DRAFTING MAILS & INTERNET)

**STRENGTH:**

- Excellent Communication skill with Fluent English.
- Self Confidence.
- Positive Attitude.
- Willing to learn new things.
- Good Listener and Adaptable.
- Confident and Focus.
- Enthusiastic and Hard Working.
- Punctuality.
- Honesty.

**HOBBIES:**

- ❖ Reading Novels.
- ❖ Listening Music.
- ❖ Cooking.
- ❖ Traveling and exploring new Places.

**PERSONAL INFORMATION:**

- ❖ Fathers Name : Shri D.R. Bagde
- ❖ Date of Birth : 2<sup>nd</sup> February 1993
- ❖ Gender : Male
- ❖ Marital Status : Married
- ❖ Nationality : Indian
- ❖ Languages Known : Hindi and English

**DECLARATION:**

I hereby declare that the above given information is truth in the best belief of my knowledge and if you will give me a chance to work under your kind control, I will try to satisfy you with my hard.

**Date:**

**Place: Surat**

**MAUSAM BAGDE**