

## **RESUME**

Makwana Shaileshkumar Jivrambhai

Location : Palanpur-385001

Mobile No : 8849775924

Email Id : [ravalshailesh709@gmail.com](mailto:ravalshailesh709@gmail.com)

## **CAREER OBJECTIVE**

Motivated and customer-focused graduate with a BCA degree seeking a position as a Customer Associate at Jio. Strong communication skills, basic computer knowledge, and a willingness to learn and grow with the company.

## **EDUCATIONAL QUALIFICATION**

- BCA Under graduation from Chandanben S S Shah BCA Collage Deesa
- 12<sup>th</sup> from Shree Higher Secondary School Science Stream Gadh
- 10<sup>th</sup> from Shree Mangalam Vidhyalaya Palanpur

## **COMPUTER SKILLS**

- Basic knowledge of computer

## **CORE COMPETENCIES**

- Strong communication skills (Hindi, Gujarati, English)
- Basic computer knowledge (MS Office, Email, Data Entry)
- Typing speed: [e.g., 35+ WPM]
- Quick learner and good listener
- Problem-solving attitude
- Polite and customer-friendly approach

## **PERSONAL DETAIL**

BOB : 06/06/1999

Father Name : Jivrambhai Makwana

Gender : male

Nationality : Indian

## **DECLARATION**

I hereby declare that the details and information given above are  
Complete and true to the best of my knowledge.

Signature

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