CURRICULUM VITAE

PERSONAL DATA: Name: BHASKAR BOYANA

Address: 155 Ward 9, Kishangarh, Vasantkunj, Near Car Market, New Delhi – 110 070

Mobile Phone: 9818966970, Email: bhaskarboyana878@yahoo.com

Marital Status: Married, Date of Birth: 01/06/1977, Gender: Male

Languages and Fluency Level: English, Hindi and Telugu

Hobbies: Singing, Reading, Listening to music and Travelling

OBJECTIVE: To join a reputed and stable organization not only to give my best to the development and sustainability and profit of the organization as well to establish myself and expand my boundaries for better as a result for the overall growth and benefit of the Organization.

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EDUCATION:

10th from St John’s High School, Nellore, AP 1993

12th From St. John’s High School in Nellore, Andhra Pradesh in 1995

Diploma in Shorthand and Admin from Prestige Development Center. 1996

Graduation in Leadership from Central Leadership Development Center 2000, New Delhi

Master of Arts in Organisational Leadership from Centre for Global Leadership Development, Bengaluru in 2003

WORK HISTORY:

Raj Talent Training Institute, Anantapuram, AP 2004 – 2008 as HR, Admin and Business Development Manager. My work was to look after the whole administration of the company and to interview and screen the candidates, collect fees, plan and monitor daily and weekly schedule and prepare the needed documents and accounts.

Worked with Wipro BPO as Senior Customer Associate – 2008 – 2009 It was a great learning experience in the BPO Industry through Wipro BPO. I was involved in customer service profile for the US customers for America on Line Phone and internet services.

HR Manager in Vikas Consultants, New Delhi –22/7/2009 – 5/3/2010: This was altogether a different experience like out of the box. I was involved in interviewing and short listing candidates according to their abilities and skills to place them in different organisations. Learnt a lot.

Project and Operations Director at CGM – 10/3/2010 – 05/2019 I have been working with this organization for such a long time which has been exciting which requires you to put your mind, heart, soul and body for the development of the organization and for better results.

Operations Manager : I worked with Green Valley Energy Pvt Ltd as Business Development Manager and overseeing Operations since 07/2019. It was a great learning experience in the E-commerce industry.

I have a certificate in Life Insurance Advisor from IRDA and I have experience in BRM, PR and CRM and I have travelled to the USA on business trips and I still carry a valid Visa to the USA

Bhaskar Boyana

9818966970