Ashok M. Tiwari  
2-902, Rajvaibhav Complex   
Dombivli, Maharashtra, 421202   
+91-9820591937  
ashu26391@gmail.com

March 28, 2013

Respected Sir/ Madam:

I, Ashok M. Tiwari, a Bachelor in Electronics and Telecommunications Engineering from University of Mumbai, have secured admission at RIT for pursuing Master’s in Electrical Engineering Department, for fall-2013 session. I am applying for the position of Graduate Assistantships posted by the Division of Student Affairs.

Along with being proficient in Microsoft Office Suite (specially word, excel and power point) am having good knowledge and experience of working with different databases.

I can handle change and adapt well to new challenges and environment and gel well with people of different backgrounds.

Some key qualities that I bring on board:

* self motivated and go getter attitude
* scientific/ methodical approach towards task
* eye for detail in executing any act
* proactive approach and time management sense
* team player
* good verbal and written communication skill

Having relevant exposure in my school, college innings so far; I presume my experience would come in handy and provide me advantage in any assignment entrusted upon.

My resume is attached for your perusal and consideration. I would love to be part of your team in delivering the desired goals.

Thank you so much for you time and consideration.

Sincerely,

Ashok M Tiwari

Enclosure: resume

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|  | **ASHOK MAHENDRA TIWARI** |
|  | **2-902, Rajvaibhav complex,**  **Raju nagar, Near church,**  **Dombivli(West), Thane**  **State – Maharashtra**  **Country - INDIA**  +91 9820591937   * **ashu26391@gmail.com** |

BACHELOR OF ENGINEERING (ELECTRONICS & TELECOMMUNICATION)

# Key Skills and Attributes:

* Interaction with people at all levels.
* Ability to maintain composure under stress.
* Independent & reliable.
* Self-starter with good interpersonal Skills and eagerness to learn new things.
* Comprehensive problem solving, self learning, ability to deal with people, competence to work in a team, adaptive in nature, passion in work, willing to take responsibility and carry them out.
* Leadership Quality.

**Education:**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Sr. No** | **Degree** | **Month, Year** | **University/Board** | **Percentage** |
| 1. | EXTC ENGG. | May 2012 | Mumbai University | 60.00% |
| 2. | DIPLOMA IN EXTC | May 2009 | Maharashtra board | 83.03% |
| 3. | S.S.C | March 2006 | Maharashtra board | 68.53% |

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| **DEGREE PROJECT** |
| * **Project Name**: - car communication using zigbee technology. * **Team Size**: - 4 * **Duration**: -1 year * **Description**: - The project involved the developing of several zigbee nodes covering an particular area of interest under which if the car enters, then communication is made possible using zigbee technology and thus information about surroundings such as traffic, parking-lots, banks, hospitals and so on can be transferred to the car that requested for it. |

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| **DIPLOMA PROJECT** |
| * **Project Name**: - Train Automation System. * **Team Size**: - 4 * **Duration**: -1 year * **Description**: - This project was developed taking into account to provide a hygienic and pollution free environment in railway station zones. This purpose through train automation system was served by attaching a flap at the toilet outlets which was supposed to close at the time when train is within the station zone, and open as soon as the trains departs from station thereby keeping clean and hygienic environment for people at the station as well as for station keepers. The flap was made open-close with the help of DC motor which used to rotate clockwise and anticlockwise based on the signals received from transmitter installed at particular distance from station zone and receiver installed within the train using Micro-controller. |

**Computer literacy:**

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| * Practical Knowledge about MS Word, MS PowerPoint. * Basics of C, C++. * Microsoft office and basic internet skills. * Assembling and maintenance of desktop machine. |

**Extra– Curricular Activities:**

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| * Took part in several sports, cultural and academic activities in school. * Participated in Fashion show event in cultural festival of college. * Won gold medal in badminton singles conducted in college. * Was an event organizer for annual day function and other technical events during school and college. |

**Personal Information:**

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| --- | --- |
| * Date Of Birth: | 26th March, 1991. |
| * Hobbies: | Travelling, Riding, Volleyball, Badminton. |
| * Marital Status: | Single. |
| * Language Known: | English, Hindi, Marathi. |

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| **Declaration** |

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

Thanks with High Regards.

Date: 1st March, 2013

Your Sincerely

Ashok M Tiwari