**Curriculum Vitae**

**Dhaval Rathod**

House No. 165, Near Ambe Mata mandir,

Kadaiya Signal, Bhimpor Road, Nani Daman,

Daman, Dist:, Daman – 396 210.

# Mobile: 97126 65823

# Email: rdhaval25@gmail.com

***Objective :***

To pursue a well-groomed career in News reporting by utilizing my core competency and skill. I would like to grow with the organization in which I will be working and contribute to organization more than what is expected

***ACADEMIC QUALIFICATIONS***

|  |  |  |
| --- | --- | --- |
| **Passed In** | **University** | **Class** |
| S.S.C. | Gujarat | 2nd Class |
| H.S.C. | Gujarat | 2nd class |
| BBA | VNSGU | Appear TY BBA |

***OTHER SKILLS***

# Internet Surfing.

# Tally ERP 9.0

# Ms Office

***PERSONAL SKILLS***

# Enthusiastic, energetic, adaptable, patient, and friendly.

# Willingness to learn.

# Effective communication skills.

# Good time management.

***WORK EXPREIANCE***

* **JUST DAIL LTD. FROM 1ST Jan 2017 to till date**

**Designation : Business Development Executive**

**Job Profile:**

* Customers Internet Consultant
* Customer Engagement
* Making Cold Calls
* Visit an Appointment assigned by Telecallers
* Make understand to Client for Just dial internet business advertisement and explain all the keyword with details.
* Explain as per client requirement
* Certified Internet Consultant
* **LOKTEJ NEWSPAPER AND DIVYABHASKAR NEWSPAPER ADVERTISING AGENCY from 1st Sep 2014 to 31st Dec 2016**

**Designation : Marketing Executive and Data operator**

**Job Profile:**

* Taking Advertisement for newspaper and news reporting
* Handling Accounting Works like maintained data and invoice
* Handle Payment collection
* Marketing for Advertisement**.**
* **SUPREM TREVES PVT. LTD. From 11th Nov 2011 to 31st July 2012**

**Designation : Executive Production Department**

**Job Profile:**

* Data Operating of Production Department.
* Supervision Of Production plant of automobile Parts.
* Worked in SAP.

# PERSONAL INFORMATION

Name : Dhaval Rathod.

Father’s Name : Shailendra R.Rathod.

Date of Birth : 18-09-1991

Gender : Male.

Marital Status : married.

Languages known : English, Hindi, Gujarati.

Nationality : Indian.

Hobbies : Sports/ Dancing

Telephone No. : 97126 65823

Permanent Address : House No. 165, Near Ambe Mata Mandir, Kadaiya signal, Bhimpor Road, Nani Daman, Daman, Dist: , Daman - 396 210.

(**Dhaval Rathod**)

I hereby confirm that the above information’s furnished above are true and correct to the best of my knowledge.

DATE:-

PLACE:-