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| 1. | **Name of Staff** | Ajay Kumar pal |
| 2. | **Name of the Firm** | E centric private solution pvt. |
| 3. | **Personal Details** | Mobil No- 8826465782 email id- [palajay2183@gmail.com](mailto:palajay2183@gmail.com) |
| 4. | **Date of Birth** | 21th February .1983 |
| 5. | **Nationality** | Indian |
| 6. | **Education** | |  |  |  | | --- | --- | --- | | **School, college and/or University Attended** | **Degree/Certificate or other specialized education obtained** | **Date Obtained** | | Graduatuation | Mumbai Hindi Vidyapith | 2013 | | Intermidiate science | Maharashtra State Board | 2003 | |
| 7. | **Language** | |  |  |  |  | | --- | --- | --- | --- | | **Languages** | **Speaking** | **Reading** | **Writing** | | English | Good | Good | Good | | Hindi | Good | Good | Good | | Marathi | Good | Good | Good | |
| 8.. | **Work Undertaken that best illustrates capability to handle the Tasks Assigned** | |
| **Main Project Features**:  Overall **6 years** work experience as an e procurement and PFMS government project with different module and mode of software application (training of software application. MIS data analysis trouble shooting, monitoring, software implementation Controller General of Accounts (**CGA**) software implication adviser)  **Company Name**: e centric solution PVT .ltd.  **Brief Description of Responsibilities:**   1. Handle complex analysis requests from Department, conduct research and analysis and share results with relevant Department officials. 2. Oversee use of defined formats and templates for data analysis by own team to ensure, Consistency within own Department and across the organization. 3. Seek guidance and assistance of Nodal Data Analytics Centre for carrying out the monitoring analysis and reporting activities as required 4. Coordinate the preparation of customized and ad hoc MIS reports and packs (financial and nonfinancial, including program reporting) to ensure that senior officials in Department have the relevant information needed to track performance and support decision making. 5. Provide on-the-Scheme training and constructive feedback to subordinates to support their overall development.   **Additional work details**   1. Implementation & Documentation of Management Systems. 2. Facing External Audit & Conducting Internal Audit of Management Systems. 3. Imparting Training to all the Operator and associates. 4. Responsible for 5S. 5. Quality Control. 6. Instrument Calibration & reliability test. 7. Timely Production to achieve client satisfaction.   **Operation Manager in PFMS:-**  **The PD user has different roles and they are reflected in the following sub menus:**   1. User Mapping 2. Sanction generation 3. Sanction Approve 4. Sanction Edit 5. Sanction delete 6. Print Sanction 7. Fill Payee detail | | |
| **Declaration**  I hereby declare that all the above details are true and correct to the best of my knowledge. I bear the responsibility for the correctness of these particulars.  **Date:**  **Place: (Ajay Kumar pal)** | | |