**CURRICULUM-VITAE** 

**DINESH CHAND PRAJAPAT**

Address: 141, Master’s Creation Colony,

SRCM, Ramchandrapura, Mahapura,

Ajmer Road, Jaipur – 302026 (Raj)

Contact No.- 09549114323

Email: - dcprajapat92@yahoo.in 

**OBJECTIVE**

“To obtain a challenging position that allows me to utilize my current skills to assist in advancing a business that offers a stable employment opportunity. I am also eager to learn new skills and business and technological advancements. ”

**WORK EXPERIENCE**

* Care-taker at Shri Ram Chandra Mission, Jaipur (Raj.) worked from 2010 to 2014.
* Office Assistant at National Informatics Centre (NIC) Department in Secretariat, Jaipur Rajasthan, working from 2014 to present.

**ACADEMIC QUALIFICATIONS**

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| --- | --- | --- | --- |
| **Standard** | **Board/University** | **Year** | **Percentage** |
| **Central Teacher Eligibility Test (CTET)** | Central Board of Secondary Education Delhi | 2019 | 70.00% |
| **M. A. (Acharya)** | J. R. Sanskrit University, Jaipur (Raj.) | 2015 | 60.88% |
| **B. Ed. (Shiksha Shastri)** | J. R. Sanskrit University, Jaipur (Raj.) | 2013 | 74.11% |
| **Graduate (B.A.)** | J. R. Sanskrit University, Jaipur (Raj.) | 2012 | 50.50% |
| Sr. Secondary | Rajasthan Board of Secondary Education, Ajmer (Raj.) | 2009 | 60.15% |

**COMPUTER PROFICIENCY**

# **Post Graduate Diploma in Computer Applications [PGDCA]**

* Learned about basic computer programming, packages like Tally, web designing, system analysis, data processing, Ms-Dos, Windows OS etc.
* From J. R. Sanskrit University, Jaipur (Raj.) in 2015 with 68.16 % marks obtained.

**Six Month Diploma in Computer Basic Software & Networking from RS-CIT.**

* Basic computer skills, operating systems- Windows 98/2000/XP & DOS
* Technical skills - M.S. Office (Word, Excel & PowerPoint etc.), surfing the internet, email etc.

**PERSONAL QUALITIES**

Work with accuracy, enjoy challenges, friendly personality, learn with experience, always interested in extracurricular activities, great attitude and a very good team player, possess a strong work ethic, professional, efficient, accurate & well-organized person.

**PERSONAL DETAILS**

Name : Dinesh Chand Prajapat

Father’s Name : Late Hanuman Prajapat

Date of Birth : October 15, 1992

Nationality : Indian

Hobbies : Meditation, listening Music, Watching Movies & Reading Books

Languages Known : Hindi and English

**Date:**

**Place: Jaipur (Rajasthan) (Dinesh Chand Prajapat)**