



Near collectorate, opposite Bank of Baroda swarojgar, shantinagar colony, dhariyawad road, Pratapgarh, Rajasthan. Pincode-312605

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Objective

To work in an environment which encourages me to succeed and grow professionally where I can utilize my skills and knowledge in an organization which recognizes the value of hard work and trusts me with responsibilities and challenges.

Experience

Suncrop

Feb 2021-working currently

HR EXECUTIVE currently working

Education

• A.P.C Convent School, Pratapgarh, Rajasthan

Secondary Education

GPA 2nd

• Food Craft Institute, Udaipur, Rajasthan

Diploma in Food Production

GPA 1st

NIOS, Delhi

Higher Secondary Education

GPA 2nd

Industrial Training Institute, Pratapgarh, Rajasthan

Diploma in Stenography

GPA 1st

• Rajasthan University, Jaipur, Rajasthan

Bachelor of Science

GPA 2nd

Skills

- Hardworking
- Communication
- Leadership
- Customer Assistance
- Co-ordination

Personal Details

• Date of Birth : 30-10-1992

• Nationality: Indian

• Marital Status : Unmarried

Achievements

- Represented School in State Level Competition of ABACUS
- Represented School in Inter School Debate Competition

Language

• Hindi and English

Interest

• Reading, Dancing, Music and Exploring.

Technical Skills

• MS Office (Excel, Word, PowerPoint)

Experience

- 1 year of experience as Manager in Hotel Industry (Cafe Satori)
- 2 years of experience as Back Office Executive in Real State Company (Aashish Groups)

BHAVYA VYAS