**Sachin Sharma**

Aiming to work in a competitive environment which would provide me with an opportunity to

utilize and enhance my skills and knowledge and achieve higher goals for the organization.

Hence achieving sustainable growth both for the organization and myself.

**Personal Info**

**Address**: H.No. 11/ 400, Gali No. 1, Dayanand Nagar Bahadurgarh Distt. Jhajjar,

Haryana.

**Contact Details**: 7015847019, 7206428304

**Email Address**: msachin1127@gmail.com

**Date Of Birth** : 11th November, 1995

**Education**

| **Degree/Certificate** | **Institute/Board** | **Percentage/CGPA** | **Year of passing** |
| --- | --- | --- | --- |
| B. Com | MDU, Rohtak | 63℅ | 2019 |
| Senior Secondary | CBSE, Bal Bharti School | 7.2 | 2014 |
| Secondary | CBSE, Bal Bharti School | 7.2 | 2012 |

**Soft Skills**

* Good Communication skills.
* Ability to grasp and learn new concepts quickly and accurately.
* Ability to lead and work in a team.
* Good decision taking ability.
* To take up challenges and to complete it with quality.
* Coordinate among the team members and get the job done.
* To conduct organized and well-structured work.
* Flexibility & Adaptability.

**Work Experience**

**Expident Health Care PVT LTD**

* Duration - 22 months (June 2019-April 2021)
* Working as Customer Service Representative.



**R1RCM GLOBAL PVT LTD**

* Currently Working (April 2021 -now)
* Worked as Senior Analyst.

**Certificates**

* Silver Medalist at National Level Judo Competition (2011).
* Selected as one of the 40 NSG Commandos among more than 1 Lakh applicants pan India in 2015

**Professional Skill**

* MS Office Suite – MS Word, MS Excel, MS Powerpoint, MS Access and have used
* these applications in both academic and job experience.
* Adequate knowledge of motor Insurance.

**Interest**

* Traveling to new places.
* To play various sports-badminton, volleyball and cricket are favorite ones.
* Getting myself involved in Social Works.
* Likes to get social at every occasion and talking to people.

**SACHIN SHARMA**