# **CURRICULAM VITAE**

PANKAJ C-Block, House no.-742, Mangol Puri New Delhi - 110083

MOB NO: +919711603678

# E-mail id - pankajrajput3678@gmail.com

<u>Career Objective</u>: To accelerate my pace towards the growth of the organization by riding on my strength and to make innovations with my talented skills. I want to work with a motive of "TO BE THE BEST AND ACHIEVE THE BEST".

# **EDUCATIONAL BACKGROUND:**

Degree/ Certificate	University/Board	Percentage	Year of Passing
10+2	C.B.S.E	60	2010
10	C.B.S.E	56	2008
B.com	IGNOU	Pursuing	

# Suntec Web Services Pvt. Ltd. Designation Process Associate (Project Incharge) Designation Process Designation Process Associate (Project Incharge) Worked from May 2015 to March 2018

#### Additional

Teaching Experience of 1.5 year From October 2012 to March 2014

# **COMPUTER PROFICIENCY AND TRAINING**

Certificate course in Basics of Computer like- MS Office, Tally. Certificate course in Basics of Computer like-, Tally.

#### **Field of Interest**

Finance & Accounting
Banking
Web searching
E-Commerce

- ➤ Motivated and Focused: Maintain High Standards of Quality and Profitability to Ensure Ongoing Business Development.
- ➤ A Team Motivator and a Quick Learner: Ability to Learn from Mistakes, Accept Them and Implement Changes as and When required

# PERSONAL-INFORMATION

Date of Birth : 21st August 1993
Fathers Name : Sh. Shankar Lal
Languages Known : English, Hindi
Marital Status : Unmarried

Hobbies : Reading novels, newspapers, interacting with

People, Travelling, Playing games

Place:

Date: (Pankaj)