

RESUME

Om RajeshBhai Mehta

Umbergaon: Gangadevi Road

Jay Mataji Bulding

Tal: - Umbergaon

Dist:-Valsad

Pin Code:-396171

Contact: 9825998363

ommehta2408@gmail.com

CARRIER OBJECTIVE

To Work to the best of my abilities with zeal for the growth, development and progress of Organization and self.

EDUCATION PROFILE

Class	Institute Name	University/Board	Year Of Passing	Percentage
SSC	GURUKUL PALITANA	GUJARAT BOARD	MARCH 2018	60%
HSC	GURUKUL PALITANA	GUJARAT BOARD	MARCH 2020	71.76%
B.COM	BHAVANAGAR	MKBU	MARCH 2023	SECOND CLASS

☐ MS Office

- ☐ TALLY PRIME
- ☐ Internet
- ☐ Knowledge Of Pivot Table

☐ **WORK EXPERIENCE**

SHAH PACKAGING – DISPATCH OFFICER/TALLPRIME ACCOUNTANTS

- HAND TO HAND EXPERIENCE OVER TALLYPRIME SOFTWARE , ACCOUNTS CREATION , LEDGER, BOOKS HANDLING, LEGERS , REPORTS.
- MANAGED AND OPERATED THE DISPATCH FLOW OF THE COMPANY , ENSURE ON TIME PACKAGING & DISPATCH OF GOODS LOADS ON TIME.

PERSONAL PROFILE

Name : Om RajeshBhai Mehta

Father Name : RajeshBhai Mehta

Parmanent Address : Umbergaon Gangadevi Road Jay Mataji Building

Date of Birth : 08/03/2003

Gender & Status : Male & Single

Nationality : India

DECLARATION

I, HEREBY DECLARE THAT THE PERTICULERS PROVIDED ABOVE ARE TRUE TO THE BEST OF MY KNOWLEDGE AND BELIFE

DATE:

PLACE: UMBERGAON

(OM RAJESHBHAI MEHTA)