

CURRICULUM VITAE

SANJAY

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HNO – 278 Sector 28 Near Tagore Colony, Rohtak

Career objective

Looking for a challenging job and responsibility where I can put my knowledge and skills in making important contribution to the growth of an esteemed organization and be always on a learning curve.

Specialization

- **Finance**
- **HR**

Qualifications

Professional Qualification: MBA from Institute of Management Studies and Research, (IMSAR) Maharshi Dayanand University, Rohtak

Educational Qualification:

<i>Examination</i>	<i>Institute</i>	<i>Year of Passing</i>	<i>Percentage</i>
MBA	M.D.U. Rohtak	2014	61
Graduation(BBA)	M.D.U. Rohtak	2012	64
10+2 (Commerce)	HBSE	2009	55
10th	HBSE	2007	70

Work Experience

- **Now Working In ADON Enterprises – HR Executive From 31ST MAY 2020- Till Now**
- **PNB Met Life Insurance (Bancaassurance) - Relationship Manager
Duration: Dec 2018-April 2019**
- **HDFC LIFE Insurance (Bancaassurance) - Sales Development Manager
Duration: Nov. 2017 to Dec 2018**

- **GOIBIBO Company , Gurgaon - Hotel Executive**
Duration: Dec. 2015 to April 2017
- **CONCENTRIX Company, Gurgaon - Customer Executive**
Duration - July 2015 to Dec. 2015

Computer Proficiency (TATA INFOTECH)

- **Basic knowledge of computer**
- **Internet**

Personal Traits

- **Proficient in grasping new trends.**
- **Learned from mistakes, competent & target oriented.**
- **Having good team spirit helping in easy achievement of organizational & personal goals.**
- **Willing to work in a competitive working environment by accepting challenges.**

Core Competencies

- | | | |
|----------------------|-------------------------|---------------------------------|
| • Team Player | • Self Motivated | • Effective Communicator |
| • Confident | • Enthusiastic | |

Hobbies

- **Reading books**
- **Net surfing.**
- **Playing cricket**
- **Listen to music**

Strengths

- **Positive Attitude**

- **Hard Working**
- **Consistency**

Personal Details

- **Father's Name** : **Sh. Dhanpat**
- **Mother's Name** : **Smt. Mamkaur Devi**
- **Date of Birth** : **15 July 1988**
- **Marital status** : **Married**
- **Nationality** : **Indian**
- **Language known** : **English, Hindi**
- **Aadhar number** : **812761644124**
- **PAN Number** : **GFRPS4834E**

Declaration

I assure you of my sincerest effort and if given a chance I will prove myself to your expectations.

DATE:

PLACE:

(SANJAY)