

ISHAN TRIVEDI

Mobile: 7974789212/8817340881

Address: 164, Hatkeshwar Vihar Near Shanti Palace hotel Ujjain, MP

Email ID: ishantrivedi825@gmail.com

OBJECTIVE

Seeking a position in quality work environment, providing challenging assignments, utilizing my skills and abilities that offers professional growth while being resourceful, innovative and flexible.

PROFESSIONAL EXPERIENCE

Mahendra Educational Private Limited

Duration 14th June 2017 to present
Position GA(Financial Awareness)/GS Faculty
Field Teaching
Place Nasik, Maharashtra

Key Highlights :

- 1. Well experienced in conducting classes for Pre recruitment training bank aspirants for 3 years**
- 2. Well experienced in conducting classes for Pre Promotional Training for various bank employees.**
- 3. Well-versed with the knowledge of General Awareness with reference to banking.**

- ✓ Worked as a MIS Executive at Jain&Co. Ujjain
- ✓ Worked as a Faculty in Sarvodaya school at Sanwer Dist. Indore
- ✓ Worked as Faculty and Coordinator at Leeladevi Education Academy Kachaliya Dist Indore.
- ✓ 4 Years of Experience as Home Tutor managing home classes covering overall syllabus of CBSE & State Board.
- ✓ Planning and organizing to put together lesson plans and prepare required materials.
- ✓ Cover syllabus in a time bound manner.
- ✓ Manage periodic revision
- ✓ To ensure the best results by motivating and encouraging students.

ACADEMIC CREDENTIALS

| EXAMINATIONS | INSTITUTION | BOARD/ UNIV | AGGREGATE |
|----------------------|---------------------------------------|-------------------|------------|
| MBA (Finance) | Alpine Institute Of Technology Ujjain | Vikram University | 59% |

| | | | |
|--------------------------------|---|-------------------|----------------|
| B.Sc (Computer Science) | Lokmanya Tilak Science And Commerce college | Vikram University | 58.63%% |
| HSC(12th) | Swatantrata Senani HS School Indore | MP State Board | 67% |

PROFESSIONAL SKILL

- ✓ Proficient in MS Word, MS Excel, Power Point to prepare self reports & essential trackers
- ✓ Familiar with Windows 07/08 computer operations
- ✓ Internet surfing

PERSONAL DETAILS

Name : Ishan Trivedi
Date of Birth : 19th Dec, 1992
Gender : Male
Nationality : Indian
Marital Status : Married
Languages known : English, Hindi
Father's Name : Alok Trivedi
Mother's Name : Maya Trivedi
Permanent Address : **164** Hatkeshwar Vihar Near Shanti Palace Ujjain MP

DECLARATION

I hereby declare that the details and the information furnished above are true to the best of my knowledge.

Date: / / 2020

Name

Place: Ujjain

(Ishan Trivedi)