

## ISHAN TRIVEDI

**Mobile: 7974789212/8817340881**

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

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## 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

### Exampur(Subsidiary of UpGrad)

Duration 20<sup>th</sup> Oct 2021 to present  
Position Jr. SME(GA)  
Place Noida, U.P

### Roles & Responsibilities:

- Record videos for paid courses of subject Economy, Banking, Polity, and Static Gk for, Bank, SSC and State exams.
- Content creation and Quality check of Banking, Polity, and Static GK.
- Working on content for Book Creation of Bank and SSC.

### Subjects:

- Economy
- Banking & Financial Awareness
- Current Affair
- Static GK
- Polity

### Key Highlights :

1. Well experienced in conducting classes for Pre Recruitment Training bank aspirants for 4 years.
2. Well experienced in conducting BFSI Training for Pre Promotional Training for various bank employees.
3. Well-versed with the knowledge of Financial Awareness with reference to banking.

### Experience:

- Worked as **GA/GS Faculty in Mahendra Educational Pvt Ltd** from 14th June 2017 to 12th October 2021. At various places (**Jabalpur, Nashik and Pune**).
- Worked as **Audit Officer at Suryoday Small Finance Bank Mandsaur M.P.** from Feb 2017 to May 2017.

- Worked as **Faculty and Coordinator at Leeladevi Education Academy Kachaliya Dist Indore** from June 2015 to Jan 2017.
- Worked as a **MIS Executive at Jain&Co. Ujjain** from Feb 2012 to June 2015.
- Worked as a **Faculty in Sarvoday School at Sanwer Dist. Indore** from June 2009 to April 2012.
- 4 Years of Experience as Home Tutor managing home classes covering overall syllabus of CBSE & StateBoard.

#### ACADEMIC CREDENTIALS

EXAMINATIONS	INSTITUTION	BOARD/ UNIV	AGGREGATE
<b>MBA (Finance)</b>	Alpine Institute Of Technology Ujjain	Vikram University	<b>59%</b>
<b>B.Sc (Computer Science)</b>	Lokmanya Tilak Science And Commerce college	Vikram University	<b>58.63%%</b>
<b>HSC(12th)</b>	Swatantrata Senani HS School Indore	MP State Board	<b>67%</b>

#### 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** : 19<sup>th</sup> 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** : G-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:     /     / 2022  
Place: Noida U.P.

Name  
**(Ishan Trivedi)**

