

CURRICULUM VITAE

Vikash kumar
S/o-Sonelal Singh
At -Chakraway Maniyari
Po -Chandanpatti
Ps - Sakra
Muzaffarpur-843104

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Objective:

Aspiring a suitable response entry level position in an organization that provide me an opportunity to prove myself and polish my skills through challenging tasks to improve myself as well as for the organization.

Qualification: Pursuing Master of Business Administration From Swami Vivekanand Subharti University Meerut in Session 2017-19 Through Distance Mode

Academic Details

- Passed With 60.00% Marks in M.com (Accounts) From B.R.A.B.U Muzaffarpur in February 2017.
- Passed With 67.12% Marks in B.com(Accounts)) From B.R.A.B.U Muzaffarpur in October 2013.
- Passed With 67.60% Marks in Intermediate From Bihar School Examination Board Patna in June 2010.
- Passed With 65.60% Marks in Matriculation From Bihar School Examination Board Patna in May 2008 .

Technical Details:-

- Advance Diploma In Computer Application From DCC Infotech,Jehanabad In 2017
- English Typing From Bharat Institute of Commerce in 2011.
- ICA MASTER Computer Course From Jupiter Infosys Pvt. Ltd In 2008-09

Skill Set :-

Operating system : All Windows version
Tools : MS-Office,INTERNET,Oracle,Office Apache
Special : Tally 7.2,9.0,9 ERP

Experience :-

- At Present I am working As An Executive As a Branch Team Leader Role in Shriram Transport Finance Company Ltd. From 16 October 2017 To Till Now.My work Profile is Customer Handling & KYC Verification,To Check Cibil Report,Telephone Verification,Insurance Realted works & Loan disbursement Process,MIS Report and Assist Branch Manager to Complete Official work.**
- Worked as An Assistant Branch Manager In Samruddha Jeevan Multistate Multipurpose Co-operative Society Ltd from 10-01-2015 To 10.10.2017. My work Profile is To develop Business, MCB Print,verify and Upload, Bank Reconciliation,Circular Meeting with Society Members,Assist Branch Manger in Official work, DAY Open & Close in Softwere, Always Coordinate with Society Regional Office Noida & Head Office Pune. During This period My Immediate Reporting person was Branch Manager then Operation Manager.**

Personal Profile:

Name : Vikash kumar
Date Of Birth : 20-10-1992
Father's Name : Sonelal singh
Sex : Male Marital
Status : Unmarried
Language Known : English and Hindi
Nationality : Indian

Hobbies:

- Playing Cricket**

Declaration:

I hereby, declare that the information furnished above is true to the best of My knowledge.

Place : Muzaffarpur
Date :

Your Truly
Vikash kumar