

# CURRICULUM-VITAE

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| <b>SANJAY RAJAK</b><br>E-Mail : rsanju2110@gmail.com | <b>Present Address :</b> Bulbul Pura , Ghasmandi<br>kilagate, Gwalior (M.P)<br><br><b>Mobile no:-8871897252</b> |
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## **Objective:**

To strive towards organizational and personal excellence by pursuing a challenging career that provides opportunities to learn, lead and grow in a highly competitive business environment.

## **Educational Qualification:**

| S.N | Class            | Institute                           | Board/University                |
|-----|------------------|-------------------------------------|---------------------------------|
| 1   | B.com            | M. L. B. College Gwalior            | Jiwaji university Gwalior (M.P) |
| 2   | 12 <sup>th</sup> | P.R.higher secondary school Gwalior | MP Board Bhopal                 |
| 3   | 10 <sup>th</sup> | New adarsh . H.S. School Gwalior    | MP Board Bhopal                 |

## **Computer Skills:**

- Good knowledge of computer ( MS-Office, MS Excel, Power point& internet)
- > **D. C. A (from makhanlal chaturdevi bhopal)**
- > **TALLY (from Rom computer Gwalior)**

## **WORK EXPERIENCE**

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- **Reasoning faculty**
- Mahendras institutional pvt ltd [Oct 2019-April2023]
- Samiksha institute [april2023-june2023]
- Career power adda 247 [July2023- present]

## **Strengths:**

- Positive Attitude

- Takes initiative & commitment towards work
- Desire to achieve target results.
- Disciplined
- Good communication skills

### **Interest:**

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- Reading Newspaper
- Watching New
- Listening music

### **Personal Details:**

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**Name** : **Sanjay rajak**  
**Father's Name** : Mr.Ramsanehi rajak  
**Permanent address** : **Bulbul Pura ghasmandi**  
Kilagate , Gwalior  
(M.P)  
**Date of Birth** : 05/01/1995  
**Gender / Status** : Male / Single  
**Language Known** : English, Hindi  
**Place** : Gwalior (M.P)  
**Email address** : **rsanju2110@gmail.com**

### **Declaration:**

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I hereby declare that the information provided above is true and correct to the best of my knowledge and belief.

**Date:**

**Place:**

**Thanks**

**GWALIOR**

**8871897252**