**ARSHIT KUMAR**

**Address:** Meerut, Uttar Pradesh **Mobile:** +91-8958434366

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Career Objective

I am seeking a challenging position in banking domain that utilizes and enhances my skills in communication, co-ordination, leadership, and business. I also would like to grow my skills towards the different banking areas so that I can understand the business and help my organization to grow along with me.

Professional Summary

* Total work **experience of 07 years Central Govt UIDAI aadhaar superviser Enrolment.**
* **1 Year experience accounting work.**

Employment History

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| 1 | Uidai | Supervisor | 2013 to 2020 |  |
| 2 | **Account** | Busy work | 2012 to May 2013 |

Skill Set

* Have good exposure to various accounting tools like Tally, busy.
* Efficient in handling the client over calls.
* Easily handle all historical data for analytic purpose and future forecast using M.S. Excel
* Guide the team on how to handle the client without losing them.
* Involved in Mentoring Junior resources.

Educational Qualification

|  |  |  |  |
| --- | --- | --- | --- |
| **EXAMINATION** | **UNIVERSITY** | **YEAR** | **PERCENTAGE** |
| M.Com | M.J.P.R.U University | 2018 | 57.00% |
| B. Com | M.J.P.R.U University | 2015 | 60.00% |
|  |  |  |  |

Personal details

Name: Arshit Kumar

Father s Name T.R.Gupta

Parmanent Add- Manihar Chowk Sita Road

Chandausi Sambhal Uttar Pradesh -244412

Date of Birth: 20th May, 1996

Marital Status: Single

Pan card: Yes

Passport: Yes

Skill Summary

* Adaptability to changing environment and trends.
* Dedication to work and eager to learn new domains.
* Able to do any task independently in a smart and efficient way.
* Loyalty and honesty towards my work and people surrounding me.
* Handle any client very efficiently.

**(Arshit Kumar)**