

RESUME

Name :- Ramesh Tarachand Surbhaiyye.

Contact: - 9527747757/8888505568

E-mail :- rameshsurbhaiyye@gmail.com

Career Objective: - I would like to work organization where my full potential is used and my self-development will be there.

Personal Skills:-

Quick Learner and Good Communication Skill.

Computer course:-

MS-CIT Passed **79%**. Passing year **April 2010**.

Other Qualification:-

1. Marathi Typing **30/40** Speed passing. GCC Board.
2. English Typing **30/40** Speed passing. GCC Board.
3. Hindi Typing **30/40** Speed passing. GCC Board.

Professional Experience:-

- Worked as an **Associate & Data Operator** in ICICI Prudential Life insurance Pvt. Ltd. 11 Month
- Worked Vijay Cotton & fiber company Pvt. Ltd. 2 Year **Office Assistant.& Admin**
- Worked as Mulchand Fulchand Krishi Udyog. Pvt. 2 Year. **Office Assistant.& Admin**
- Y P Deshmukha Construction 5 Year **Manager Assistant & Computer Operator**.

Qualification Details:-

Examination	University	Division	Passing Year	Percentage
S.S.C	Aurangabad	Second	2004	47.06%
H.S.C	Aurangabad	Second	2008	57.60%
B.A	Aurangabad	Second	2016	55.60%

Personal Details:-

NAME	Mr. Ramesh Tarachand Surbhaiyye.
Permanent addresses	5/9/341 Lionce Club Colony, Mukundwadi Aurangabad.
Date of birth	10-05-1989.
Sex	Male.
Marital status	Married.
Hobbies	Playing cricket, and travelling etc.
Language known	Marathi, Hindi, English.

Date:-

Place: - Aurangabad.

Thanking You

(R.T.SURBHAIYYE)