

CURRICULAMVIATE



SANJAY BARIK

E-mail : sanjaybarik002@gmail.com

Current Add.: Basna

Contact No: +91-7999459889

Objective:

To obtain a creative and challenging position that enables me to gain valuable experience and improve my technical skills.

WORK EXPERIENCE

I have 4 Year 6 Month Experience in Shri Ram Finance Corp. Pvt. Ltd. Basna in accounts cashier & assistant branch manger

Summary:

- Successfully completed DCA Proficient in MS office, Internet surfing accounting packages like tally7.2, 9etc.
- Having knowledge of print media design and computerized accounting along with basic idea of web Designing, Programming, Hardware & Networking.
- Business development,customer relationship ,mfi,sme
- Good conversation customer,team mangment,accounts ,two wheeler business,four wheeler business

Educational Qualification:

S.N	COURES	BORD	YRAR	M.M	O.M	%
1.	10 th	C.G.BOARD RAIPUR	2011	600	383	63.88%
2.	12 th	C.G.BOARD RAIPUR	2013	500	287	57.00%
3.	DCA	MAHARSHI UNIVERSITY	2015	1200	800	66.00%
4.	B.A.	PY.RAVISHANKAR SHUKLA UNIVERSITY,RAIPUR	2019	1800	815	45.00%

Technical Knowledge:

- Office 2003, 2007.
- Operating System- windows.
- DCA
- TALLY

Personal Vitae:

- Date of Birth - 04-05-1993
- Father's Name - Mr. Ratan Barik
- Mother's Name - Mrs. Nanki Bai
- Permanent Address - At-Chhotepatni,post-Garhphuljhar, Block-Basna dist-Mahasamund
- Marital Status - Unmarried
- Nationality - Indian
- Languages Known - Hindi, English

Languages known

English: Read & Write

Hindi: Can Speak, Read & Write

Regional: Can Speak, Read.

Declarations:

It is to clarify that all the data & information's given by me is true to the best of my knowledge and belief; I will be responsible for all my duties and responsibilities assigned by the company.

Place:Jabalpur (C.G.)

Date.....

Yours Sincerely,

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Mr. Sanjay Barik