RESUME

PANKAJ JAYRAM MEENA

Flat no.401,S.no.31/2/2, Arihant Apts.,

Ingale Colony, Shivane, Pune- 411023

Mo. No. 7020809410

E-Mail ID - pm9762676748@gmail.com

**Objective**

 Seeking a challenging oriented career where I can utilize my skills and knowledge with the opportunity in disables. Handicapped human being rehabilitation management and to excel by contributing toward the achievement of organization goals.

**Computer Education**

* Successfully completed to the MS-CIT Course in April 2009
* Successfully completed to the Hardware & Networking course in December 2011.
* Successfully Completed the CCNA course in October 2012.
* Pursuing to the DCGA course (Tally 9 ERP, MS-Office, Photoshop, DTP & Coral Draw in current year.

**Work Experience**

* Currently working Customer Service - Officer in Emerson Process Management (India) Pvt. Ltd. from August 2017 to till date.
* Customer Service - Officer in Maani Care Systems (India) Pvt Ltd. Maanicare Associate through Emerson Process Management (India) Pvt. Ltd. from August 2015 to July 2017.
* Jr. Sales Officer in Ameya Transmission from October 2013 to November 2014

**Academic Qualification**

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| --- | --- | --- | --- | --- |
| Examination | School / College | Board / University | Passing Year  | Class |
| B.com | S.M.A.C. College | University Pune | 2017 | Passing Class |
| H.S.C. | N. M. M. U Vidyalaya Junior College - | MSBHSC | 2009 | Passing Class |
| S.S.C | Maharshi Karve School- Pune | Pune Board | 2006 | Passing Class |

 **Personal Information**

Name : Pankaj Jayram Meena

Date of Birth : 30th June 1989

 Address : Flat No.401, S.No. 31/2/2, Arihant Apts.,

 Ingale Colony, Shivane, Pune -411023

 Gender : Male

Nationality : Indian

E-Mail ID : pm9762676748@gmail.com

Marital Status : Single

Age : 29th

Language Know : English, Hindi & Marathi

Hobbies : Playing Cricket, reading books & Surfing Internet.

Date : Signature

 (Pankaj Jayram Meena)