**Curriculum Vitae**

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# Name : ALTAMASH AZAZ

Address : C/o – Prof Md Idrees.West New Millat Colony -2

Po+Ps- Phulwari Sharif, Patna (BIHAR)

Contact No : 8877797296 , 7004044634

# E-mail :altamashazaz@gmail.com

**OBJECtive:-**

To work within an organization offering dynamic professional environment which will help me to achieve the goals of the organization and simultaneously enhance my skills and knowledge.

**Academic Qualifications:**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Degree / Certificate | Qualification | Institute | Board /University | Year | Aggregate % / CGPA |
| PG | MCA | Jaipur National University | Jaipur National University | 2016 | 70 |
| UG | BCA | I II C E | M M H A &P U | 2014 | 73.54 |
| 12th | INTER | GANDHI INTER COLLEGE | BIHAR BOARD | 2011 | 60 |
| 10th | ALL SUB | LARANPUR HIGH SCHOOL | BIHAR BOARD | 2009 | 45 |
| CCNS | COMPUTER COURSE | ASTRIC COMPUTER CENTER | C-DAC PATNA | 2019 | A+ |

**WORKING EXPERIENCE:**

Previous Company : **Pyro Telecom Solution Pvt Ltd**. C-13, 2nd Floor, K.K.Plaza, Shahstri Nagar, Meerut-250004. U.P.

Designation : Administrative Executive

Role : RFI , EMF , REPORT MAKING.

TENURE : SEPTEMBER 2015 TO MARCH 2017

Previous Company : **Bright View Telecom Pvt Ltd.**

TENURE : APRIL 2017 TO MARCH 2021

Role : RFI , EMF , REPORT MAKING, SCFT.

**Current Company** : **MAHAVIR CANCER SANSTHAN .**

**Phulwari Sharif Patna**

: 23 MARCH TO CONTINUE

: Maintaining Internal Database,

Keep Employee records ( Physical and digital),

Prepare regular reports and presentation.

Job Location : Patna

Key Skill : MS-Excel, Function, Formulas, MS-Access.

**Hobbies:**

* Playing Cricket
* Hearing Songs

**Family Details:**

|  |  |  |
| --- | --- | --- |
| Details | Name | Occupation |
| Father | MD AZAZ AHMAD | LAWYER |
| Mother | NILOFAR BANO | HOUSE WIFE |

**Personal Details:-**

Date of Birth :09/02/1994

Gender :MALE

Languages Known :HINDI,ENGLISH,URDU

Passport No. : M4880385

Place of Issue : Patna

Date of Issue : 29/12/2014

Date of expiry : 28/12/2024

Date: AltamashAzaz