CURRICULUM-VITAE

 Shiv Shakti Vihar

 Opp. Reliance Petrol Pump

 Near Medical College Garh Road

 Meerut-250004 (U.P)

 Mob: - 09358812340

 Email\_ID: - anujgoyal171985@gmail.com

## Anuj Goyal

#### **Carrier Objective: -**

 Attain a responsible in a growth-oriented organization where I can develop my capabilities and achieve self-actualization and contribute productivity to the organization I work for.

### SYNOPSIS

* I am an individual with positive mindset, goal orientation and ability to work at extreme ends of organization.
* Working with a sense of ownership and dedicatedly giving maximum efforts to deliver extra and accomplish tasks / achieve goals of the organization.
* Work on computer, Excellent written, communication, interpersonal, liaison and problem solving skills with the ability to work in multicultural environment.
* I can do work both (day & night) shift.

#### **Academic Qualification: -**

* Postgraduate (M.C.A.) passed from Punjab Technical University of Jalandhar.
* Graduate (B.C.A.) passed from M.C.R.P. University of Bhopal.

# Intermediate passed from U.P. Board.

* High School passed from U.P. Board.

## Technical Skill: -

* MS. Office (Excel, Word, Power Point, Access etc.)
* Tally, Sql.
* Programming (C, C++, and Visual Basic etc).

## Experience: -

* Current Employer as a MIS Manager from Sanso**Sanitary Solutions**C1-IInd floor Medi Center Complex, near eves crossing Meerut.
* Two year experience as an Office Assistant (Backend in B.P.O.) from **Hindustan Times Media Pvt. Ltd.** Garh Road Meerut. (MIS Work, Team Handle of 6 Man Power, work on computer (Excel & Software))

## Strengths & Skills: -

* Positive Thinking.
* Hard working.
* Ability to perform under pressure.

#### **Personal Details: -**

Father’s name Sr.Virendra Kumar Goyal

Date of Birth 1 July 1985

Address Shiv Shakti Vihar Opp. Reliance Petrol Pump

 Near Medical College garh road Meerut

Gender Male

Marital Status Married

Nationality Indian

Language known Hindi & English

Total Experience 12yrs +

Hobbies Watching T.V. & Interacting with people

**DECLARATION: -**

                                         I HEREBY DECLARE THAT ALL THE INFORMATION GIVEN ABOVE IS TRUE IN THE BEST OF MY KNOWLEDGE

Date

###### Place Anuj Goyal