**SIKANDAR RAJBHAR**

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**Primary Objective**

To achieve a high career growth through a process of constant learning and keeping myself active, dynamic and visionary and competitive in the changing scenario of business for becoming a professional.

**Work Experience**

**One year Experience as a “Bank Mitra” in Fino Fintech Foundation , U.P.**

**One year Experience as "Sales Executive” at M/s-Cera Impex Hotel wares & Crockery shop from Dic. 2012 to 16 Jan -2013.**

**"Data Entry Operator" at REC (Rural Electrification Corporation Ltd.) New Delhi from 24th January, 2013- 23 Jan 2016**

**“Executive Assistant (Finance)” at REC Transmission Projects Company Ltd., New Delhi from 17 Feb 2016-Till now.**

**Academic Qualifications**

**B.sc in Zoology & Botony (2010)**

* **College:** Tilakdhari Post Graduate College
* **University:** V.B.S. Purvanchal University Jaunpur, UP
* **Aggregate:** 58.23%

**Senior Secondary (2006)**

* **School:**Sri Shankar Ji Intermediat College Pushpnagar, UP
* **Board:** U.P Board
* **Aggregate:** 60%

**Secondary (2004)**

* **School:** Sri Shankar Ji Intermediat College Pushpnagar, UP
* **Board:** U.P Board
* **Aggregate:** 56.23**%**

**Software Skills**

* **Operating Systems :** Microsoft Windows, Linux, Excel, Draft and PPT.
* **Database Applications :**  Net Scape, ERP 9. NEF & UDAY.

**PROFESSIONAL QUALIFICATION:**

* CCC (Course of Computer Concept)
* CSN (Basic knowledge of Computer & Networking Certificate).
* Accounting, Tally 9. & 9 ERP Certificate.
* Training Certificate of Fino Bank (UBI).

**Hobbies:**

* Traveling.
* Listening music.

**Personal Specifications**

* I’m a highly motivated person and remain eager to take on new challenges.
* I like to explore and implement new and innovative ideas in daily proceedings.
* I’m able to plan and finish my work in a perfect and creative manner.
* I’m able to work under all kinds of stress.

**Declaration**

I hereby confirm that all the information provided is correct to the best of my knowledge.

SIKANDAR RAJBHAR