

Curriculum Vitae

Mr. JITENDRA M. TAYADE

Address :- Sr No. 59/2B
Purandar Colony
Kalewadi, Pimpri
Pune - 411017

Mobile No :- +919822868898/8177894113

E-Mail ID :- jitendra.tayade98@gmail.com

OBJECTIVE

X Class	Shivaji M.P High School, Amt.	2003	M.S. Board Amt.	54.93%
XII Class	Rural Institute Of Science, Amt.	2005	M.S. Board Amt.	45.67%
B.E (Electronics & Telecommunication)	Prof. Ram Meghe Institute Of technology And Research Badnera	2013	Amravati University	54.67%

COMPUTER KNOWLEDGE

- ❖ **Operating Systems:** Windows 98, 2000, XP, Vista, Windows 7, Windows10.
- ❖ Introductory knowledge about C,C++
- ❖ Diploma In Hardware & Networking
- ❖ MS-CIT
- ❖ Desktop Publishing (DTP)
- ❖ Type Writing English 40 & Marathi 30 wpm.

QUALITY

- ❖ Taking right decisions at right time.
- ❖ Confident of taking challenges.
- ❖ Ability to convince people.
- ❖ Complete the assigned works within given time.

EXPEREANCE

1) **Company Name :- Unnati Communication (My Idea), Amravati.**

Job Designation :- Sales Executive

Job Profile :-

- **Sales Of postpaid connection and Telecomm Products**
- **Post Paid Connection Activation.**
- **Walk In Customer Data Maintain In Excel.**

Duration :- 9th Feb 2013 to 13th Feb 2016

Salary :- 10,000/-

2) **Currently Work Company Details**

Company Name :- IDBI Bank Ltd

Job Designation :- Sr. Sales Executive

Job Profile :-

- **Current Ac And Saving Ac Opening**
- **Sale of Health Insurance, Life Insurance, Genral Insurance.**
- **Home Loan, Gold Loan, Personal Loan**
- **Ac Opening Form Scaning**
- **Customer Data Maintaining**
- **Cold Calling, Tele Calling**
- **Cheque Book, ATM, INET Pin Daily Counting and Register Maintaining.**
- **Inward and Out word Dispatched Record Maintaining Etc.**

Duration :- 20st Feb 2016 to Till Date

Salary(CTC) :- 2.54 Lakh/Year

Salary Acceptation :- 3.20 lakh /Year

Strengths

- ❖ **Quick learner of new things**
- ❖ **Hard working, can work under pressure**
- ❖ **Comfortable working with individuals and group with good co-ordination.**
- ❖ **Meet to new people and make friendly relation.**

PERSONAL INFORMATION

NAME : Mr. Jitendra Manoharrao Tayade
DATE OF BIRTH : 11/07/1987
FATHER'S NAME : Manoharrao Namdevrao Tayade
MARITAL STATUS : Unmarried
NATIONALITY : Indian
LANGUAGES KNOWN : Marathi, Hindi and English
PERMANENT ADDRESS : 59-2B Purandar Colony,
Kalewadi Pimpri,
Pune -411017

Declaration

I certify that the information given in support of my application is true to the best of my knowledge.

Date :

Place: Pune

Yours Faithfully
(Jitendra M. Tayade)

