**CURRICULUM VITAE**

 **BHAVISHAY NIGAM** Address :- B-93/2 Ganesh Nagar, Near Janakpuri East Metro

 New Delhi -110018.

 E-Mail - bhavishay93@gmail.com

 Phone - 9354949330.

# Career Objective:

Seeking a position to utilize my skills and abilities in the Organization that offers professional growth while being resourceful, innovative and flexible, looking forward to contributing to the growth of the Organization and thereby achieving my personal growth.

# Professional Experience

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| --- | --- | --- | --- |
| ***Company Name*** | ***Duration*** | ***Designation*** | ***Description*** |
| *Majestic Homes* | *Dec 2017 – Jan 2018*  | *Document Collection Officer* | * *Collect Documents for Loan Process.*
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| *Um Motors* | *August 2017-Nov 2017* | *Administrative Assistant* | * *Maintain Attendance Records.*
* *Sale of Bikes.*
* *Call Clients for servicing of bikes.*
* *Inspection of the Showroom.*
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| *BV International Pvt Ltd* | *May 2016- April 2017* | *Service Advisor*  | * *Achieving sales targets*
* *Managing incoming calls and customer service inquiries.*
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# Educational Qualifications:

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| --- | --- | --- | --- | --- | --- |
| ***Examination*** | ***Discipline/ Specialization*** | ***School/college*** | ***Board/ University*** | ***Year of Passing*** | ***%*** |
| *Bachelor of Technology* | *ECE* | *KIIT College of Engineering, MDU* |  *MDU* | *2015* | *55%* |
| *12th* | *Computer Science + Maths Stream* | *Columbia Foundation School, Vikaspuri* | *C.B.S.E.* | *2011* | *60%* |
| *10th* | *S.S.C* | *Columbia Foundation School, New Delhi* | *C.B.S.E.* | *2009* | *75%* |

***Computer Skills:***

Languages : English, Hindi

*Skill : Basic knowledge of computer*

# Personal Profile:

Name :- Bhavishay Nigam

 Father’s Name :- Dharam Singh

Sex :- Male

Marital Status :- Single

Nationality :- Indian

Hobbies :- Singing, Dancing , Football

*Date of Birth :- 04-JULY-1993.*