

Kumar Rohit Anand

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Career Objective:-

To seek challenging career and a cross-functional team player that effectively utilizes my knowledge, skills, and competency and stimulates my creative abilities to benefit the organization and its customers.

Carrier Summary:-

- 2 Year's experience in Computer Operator.
- 1 and half year's as M.I.S Executive – To Maintain Primary & Secondary sale figure of our brand from all over Bihar & also Maintained Cash and gift claim in Excel Sheet in Radico Khaitan LTD., Patna-Bihar.
- Currently Designated as a Senior Sales Associates In HOME CREDIT INDIA PVT. LTD.- To give Loan for Mobiles and Home Appliances also team handling in absence of Manager.
- Good knowledge of Computer, MS-Office and Internet Technology.
- Knowledge in handling or maintaining works related to Network.

Summary of Working Experience: -

- **Current Employer** : Home Credit India Pvt. Ltd.
- **Duration** : From Apr'17 to Apr'19.
- **Designation** : Senior Sales Associates.

Job Responsibilities:-

- Creating report that can provide information on business activity. Reporting may be of daily, weekly or monthly. Report may include data, graphics, charts, pivot tables, etc.
- Preparing financial statement which includes sales, marketing, purchase order, promotion and other relevant stuff.
- Analyzing company performance on a quarterly, half-yearly or yearly basis. This helps management for further decision making process.
- Day to Day coordinating with the DSM to sort out the issues being raised by sales or CSD Team.

Technical Skills-

Tools : Subtotal, Auto sum, Filter, V-Lookup, Formulas, etc.
Operating System : Windows- XP, Windows- Vista, Windows- 7.
Application : MS-Office 2007 & 2010, Google Earth.

Educational Qualification:-

- Matriculation from B.S.E.B Board
- Intermediate in Commerce stream from B.I.E.C Board.
- BCA from Makhanlal Chaturvedi Rashtriya Patrakarita Vishwavidyalaya (Bhopal) .

Personal details:-

Date of birth : 27th Feb, 1989
Father's Name : Sri Kanhaiya Kumar Singh
Marital Status : Unmarried
Permanent Address : At- Rajeev Nagar, P.O- Rajeev Nagar, P.S- Rajeev Nagar, Near- Durga Mandir, Road No- 21, Dist- Patna- 800024 (Bihar).

Declaration:-

I hereby declare that the above-mentioned information is correct up to my knowledge and I bear the responsibility for the correctness of the above-mentioned particulars.

Place: Patna

Kumar Rohit Anand