

# Curriculum vitae

Richa V Sojitra

Email: [sojitra784@gmail.com](mailto:sojitra784@gmail.com)

Mobile No.: 8866345815

Date of Birth: 03<sup>rd</sup> October 1997

## CONTRIBUTOR PROFILE

- Can take initiative, work under pressure and balance multi-tasking Works.
- Can be a good team member
- Have the tendency to patiently work through an area, for achieving the desired results.

## EDUCATION PROFILE

Year	Degree and University	Marks
2012	SSC Narayan Vidhyalaya , Bharuch	77.8%
2014	HSC Narayan Vidhyalaya , Bharuch	52.6%
2018	B.E. Computer engineering SVMIT, Bharuch	7.66(CGPA)

## DISTINCTIONS AND ACHIEVEMENTS

Have displayed the ability

- To Balance Academics with Extra and Co-Curricular activities
- To Lead and Motive Teams
- To Respond Intelligently and Quickly

Year	Achievement
2017	Certificate of seminar named "Ethical Hacking"
2017	Certificate of seminar named "Internet of Things" In G.H.PATEL college, Vidyanagar

## WORK EXPERIENCE

1Year experience in **Trade Apprentice** – Retail Sales Associates (RSA)  
**GNFC, Bharuch**

## ACADEMIC PROJECT

- Project 1- “ Girl’s Protection” (In Bachelor of Engineering)
- Project 2- “Law and Order Automation System (In Bachelor of Engineering)

## INDUSTRIAL VISIT

- Regional Telecom Training Centre at Ahemedabad

## VOCATIONAL TRAINING

- **Organization** : Dot Net Expert, Vadodara
- **Duration** : 15th Days
- **Knowledge Gained** : Learned about Bootstrap, JQuery, SEO

## EXTRA-CURRICULAR ACTIVITIES

- Won medal in college sport event of girl’s cricket.
- Participated in college badminton tournament.
- Participated in college sport event Tug of war.

## PERSONAL PROFILE

- **Name** : Richa Vasantbhai Sojitra
- **Father’s Name** : Vasantbhai Ranchhodbhai Sojitra
- **Date of Birth** : 3rd October 1997
- **Gender** : Female
- **Marital status** : Single
- **Languages Known** : Gujarati, English (speak but not fluently) and Hindi
- **Permanent Address** : 48 Manas Nagar Society, Near Shrinathji Society,Zadeshwar,Bharuch
- **Nationality** : Indian.
- **Hobbies** : Designing, Cooking, Sports
- **Strength** : Leadership, Honest & Hardworking

## DECLARATION

I hereby declare that all the details furnished here are true to the best of my knowledge.



GNFC



(An ISO 14001 & OHSAS 18001 Company)

**Gujarat Narmada Valley  
Fertilizers & Chemicals Limited**

CIN : L24110GJ1976PLC002903

P.O. Narmadanagar - 392 015, Dist. Bharuch, Gujarat, India

Ph (02642) 247001, 247002

Website [www.gnfc.in](http://www.gnfc.in)

Thro: CM/STS

Date : 21/10/2019

To,  
R V SOJITRA  
PC No. : 9980  
Trade Apprentice - Retail Sales Associates (RSA)

You were taken-up as Trade Apprentice - Retail Sales Associates (RSA) under the Apprentice Act 1961, for a period of One year effective from 22/10/2018. Since the prescribed period of training expires on 21/10/2019, you stand relieved from the apprenticeship with effect from 21/10/2019 after office hours.

In order to enable us to make the payment of your dues, if any, you are requested to produce enclosed No Due Clearance Certificate duly cleared from the concerned departments and approach the HR Deptt. for settlement of dues.

Yours faithfully,  
For Gujarat Narmada Valley Fertilizers & Chemicals Ltd.,

A R Parikh  
Sr. Manager

Encl. as above

cc: Training Centre / Pers. file / Sub. File