

# HITESH CHABANI

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## CAREER OBJECTIVE

To work for an organization which provides me the opportunity to improve my skills and knowledge to growth along with the organization objective.

## EDUCATION

- **Pimr/People's university**  
BCOM  
  
2019

## EXPERIENCE

- **GULAB RAI AND SONS INFRA.PVT.LTD**  
Site supervisor  
2018 - 2019
  - Plan civil work activities
  - Maintain Productivity without compromising safety quality
  - Ensure accurate completion of all working papers
  - Ensure teams complete daily site diary
  - Assign Staff
  - Ensuring equal opportunity in hiring promotion and maintain records reports.
- **HDFC**  
Intern  
2019 - 2019  
Responsibilities included :CASA
  - Current account
  - Saving account

## TECHNICAL SKILLS

- Computer Skills: MS Office, Google Drive, spreadsheets, email, PowerPoint, databases, social media, web, enterprise systems.

## ACHIEVEMENTS & AWARDS

- Fundamentals of digital marketing

## PERSONAL STRENGTHS

- Compassion
- Optimism or Realism
- Commitment and Loyalty
- Resilience
- Self-confidence
- Self-Control
- Sense of Direction
- Willingness.

## PERSONAL PROFILE

- Date of Birth : 27/12/1996
- Marital Status : Single
- Nationality : Indian
- Known Languages : English , Hindi
- Hobby : Listening to music, Travelling, Watching movie, Watching and Playing football.
- Passport : Yes

## DECLARATION

I hereby declare that the above-mentioned information is accurate to the best of my knowledge and belief.

Date : 17/12/2019

Place : Bhopal