

RESUME

Ashis Rajguru

B. A.

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Objective:

To Build My Career in An Organization That Will Provide Me Exciting Opportunities to Learn More, Where My Professional & Personal Abilities Would Be Utilized for My Future Career Growth and in Turn Enhance the Organizational Growth.

Key Competencies:

- Punctuality and Disciplinarian.
- Adaptability and ability to work under pressure.
- Capability to work as individual and in a team.
- Analytical thinking, planning.
- Outcome focused.

Professional Experience:

1)

- **Organization:** Future Generali India Insurance Co. Ltd.
- **Duration:** 5th August 2018 till date
- **Designation:** MDDSA.
- **Job Responsibilities:** Sales & Operation (General Insurance).

2)

- **Organization:** Durgesh Hyundai.
- **Duration:** 1st March 2015 to 31st July 2018.
- **Designation:** Insurance Executive.
- **Job Responsibilities:** Operation (Motor Insurance).

Academic Qualifications:

- **B.A.** from Tinsukia Commerce College, Tinsukia under KKHSOU in 2016.
- **H.S.S.L.C (12th, Arts)** from GKB College, Tamulichiga, under AHSEC in 2006.
- **H.S.L.C. (10th)** from Tamulichiga High School, Jorhat under SEBA in 2004.

Software Skills:

- Computer Hardware & Networking.
- DTP &
- Tally

Personal Bio:

- **D.O.B:** 31st December 1988.
- **Permanent Address:** Tamulichiga,
P.O. Tamulichiga, Jorhat- 785682, Assam.
- **Citizenship:** Indian
- **Category:** General (Hinduism).
- **Sex:** Male.
- **Language Known:** English(R/W), Hindi(R/W), Assamese(R/W).

Declaration:

I declare that the information furnished in support of my candidature is true and best of my knowledge.

Date:

Place: Jorhat

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