

**VIVEK BORAR**

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## **CAREER OBJECTIVE**

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To use the competence that I have acquired till now for the augmentation and advancement of the organization and for myself.

## **PROFESSIONAL QUALIFICATION**

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- XII Board– C.B.S.E.
- X Board– C.B.S.E.
- B.com , Rajasthan University
- M.com, Rajasthan University
- Web designing, Arena multimedia, Jaipur
- Seo, Wings IT Solutions, New Delhi

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- XII Board– First Class
  - X Board– First Class

## **SKILLS**

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- Photoshop
- Illustrator
- Corel Draw
- Dreamweaver
- Adobe Flash
- Microsoft Office
- Advance Excel
- Digital Marketing
- ERP Testing
- Web Testing
- Tally
- ERP

## **MANAGEMENT SKILLS**

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- Leadership Skills
- Good Communication Skills
- Effective Team Worker
- Understanding customer preferences
- Ability to perform every task

## **EXPERIENCE -**

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**Organization:** SUTI (WINGS LIFESTYLES)

**Duration:** Jan2014 to Present

**Factory Manager Cum IT HEAD**

**Description**

- Joined as IT Head.
- Look towards Online selling and online business of the company.
- At initial stage, worked in every area of the company to acquire knowledge about every department.
- Also worked as Store Manager, Production Manager, Digital Marketing
- Handle Production / Cost Control , Quality of Online brand for more than 3years
- Also, handled showroom and sales.
- Provide Support to POS for VM , Sales , Promotions
- Handling IN-House Team for Software Development.

**Organization:** Website Soft, Jaipur

**Duration:** 7 Months

**Description:**

- Website Designing.
- Full Fledged working on website making for clients.

**Organization:** Metasoft, Jaipur

**Duration:** 1 Year

**Description:**

- Website Design

## **OTHER ACTIVITIES: Workshops / Conferences/ Community service**

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- Commerce based Workshops and conferences

## **PERSONAL DETAILS**

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Nationality : Indian

Sex : Male

Marital Status : Married

Personal Interest : Listening Music, Travelling, Playing Vollyball,  
Gadget Freak

Languages : Hindi, English, Marwari, Punjabi  
Known

Address : Radhika Enclave Plot no. 15, S-5, Doctor's Colony  
Ajmer Road, Jaipur-302019