**SAGAR VIKRAM SHRIKANT**

**Email:** [*sagarshrikant90@gmail.com*](mailto:sagarshrikant90@gmail.com)

**Mob: 08767753316**

|  |
| --- |
| Career Objective |

Looking for entry level opportunities in Clerical / Field Work / Office Support openings in reputed organisation, preferably in banking/manufacture industry.

|  |
| --- |
| Education Qualification |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Qualification** | **College/Institutes** | **Board/ University** | **Year** | **Aggregate** |
| M.Sc.(Computer) | Maulana Azad college of science | Dr. B. A. Marathwada University | 2017 | Appeared |
| B.Sc. (Chemistry, Botany,Computer Sci.) | MaulanaAzad college of science | 2014 | 57.82% |
| H.S.C | Jai Bhawani college | Maharashtra State Board | 2008 | 45.33% |
| S.S.C | Saraswatibhuvan High School. | Maharashtra State Board | 2005 | 53.6% |

Experience

**Akar Auto Industries.**

: CurrentlyWorking in Akar Auto Industries From December 2020

Position : Marketing Executive

Responsibilities : Handle OEM Customer & Export Documentation, OEM Paper

Documentation.

**Darshan Plastics Pvt. Ltd.**

**:** Worked for One Years From June 2019 to June 2020

Position : Store Supervisor.

**Dhoot Transmission Pvt. Ltd.**

: Worked for Two Years From May 2017 to June 2019.

position : Dispatch Assistant

Responsibilities : Create Invoice In SAP,Handling Bajaj Portal,Inward And Outward

: Looking Dispatch,Create EDI/ Eway bill.

**SapanaPolyweave Ltd.**

Position : Trainee Supervisor

Responsibilities : Looking after dispatch Section, for Invoice and necessary supporting documentation.

Safety Checks of dispatch vehicle, and co-ordination from dispatch section.

|  |
| --- |
| Technical Skills / Computer literacy |

Operating Systems : Windows XP, 8, 10/Windows Vista

Application Software : MS office/Excel/Power point (10.0 Version)

|  |
| --- |
| Certification |

* MS-CIT
* NCC Citification and Ranked ‘A’ Grade.

|  |
| --- |
| Extra Curriculum |

* Participated in Inter-School Cricket Competition.

|  |
| --- |
| Hobbies |

* Travelling, Indian Politics and Social Work

|  |
| --- |
| Personal Details |

Name : SAGAR VIKRAM SHRIKANT

Date of Birth : 17/2/1990

Adress : Plot NO.7 Anand Nagar Near Town Hall,A.bad

Languages Known : English, Hindi & Marathi

|  |
| --- |
| Declaration |

I hereby declare that above furnished particulars are true to the best of my knowledge and belief.

**Place: Aurangabad**

**Date: SAGAR VIKRAM SHRIKANT**