

DIVYA NAGJIBHAI MAKWANA

Address:-B-09,swastic nagar opposite railway station road,chalthan ,Tal:-palsana, dist:-surat

Mob no:-9714263560

Email :-makwana29102001@gmail.com

CAREER OBJECTIVE

I will constantly try to learn new things from the grass root level. In future, I want to see myself as an asset to company not as a liability. I have practical skills and enthusiasm to work in competitive atmosphere to achieve maximum goals.

WORK EXPERIENCE

01/05/2020 To 30/03/2022

Avanti physiotherapy

RECEPTIONIST

- daily patient report
- Patient relation
- handing all transactions

12/05/2022 To 30/02/2024

Lapinoz pizza,kadodara

- Handled all sales transactions
- customer relation and sales order
- supervised the team of 20 people in store

EDUCATION

04/2022 Bachelor of commerce

Vnsgu-Prb arts & pgr commerce collage, bardoli

VNSGU

04/2024 master of commerce

Vnsgu-Ambaba collage sabargam

TECHNICAL SKILL

Basic knowledge of computer

Tally TRP -09

PERSONAL DETAILS

- DOB:-29/10/2001
- Language :-English, Gujarati,Hindi,Marathi