

# **RESUME**

## ❖ **Basic Information:-**

Full Name : Dhananjay Vilas Bhate  
Address : A-11, Rang Avdhoot Park Society, Kunwarda road,  
Tarsadi (R.S.), Tal- Mangrol, Dist – Surat, Gujarat (394120)  
Mobile No : 7228820452/8780374289  
Date of Birth : 25/12/1992  
E-MAIL : [dhananjaybhate2008@gmail.com](mailto:dhananjaybhate2008@gmail.com)

## ❖ **Carrier Objective :-**

To obtains a challenging position in a progressive organization, that give me Scope apply my knowledge and skill me a member of a team that dynamically Works towards success and growth of the organization .

## ❖ **Educational Qualification :-**

Sr No	Class	Percentage (%)	Year	Board//University
1	S.S.C.	61.38	March-2008	Pune
2	H.S.C.	60.00	March-2011	Pune
3	B.COM	55.71	April-2014	Pune
4	M.B.A. (FINANCE)SEM 1	62.25	December-2014	Kalinga University
5	M.B.A. (FINANCE)SEM 2	64.75	June-2015	Kalinga University
6	M.B.A. (FINANCE)SEM 3	64.00	December-2015	Kalinga University
7	M.B.A. (FINANCE)SEM 4	64.66	June-2016	Kalinga University

❖ **Computer Education :-**

Diploma in Office Automation & Publishing (DOAP)

Sr No	Course	Percentage (%)	YEAR	Board
1	D.O.A.P.	72	2017	RGCSM

❖ **Experience :-**

Sr No	Organisation	Post	Period	Experience
1	Gurukrupa Engineering, Kosamba (Gujarat Gas)	D.E.O	08/12/2016 TO 15/12/2018	2 Year 00 Months
2	Ansa Deco Glass PVT LTD	D.E.O	17/12/2018 To 20/12/2020	2 Year 00 Months
3	Shahlon Silk LLP	D.E.O	21/12/2020 To 15/09/2021	07 Months
4	Mahindra Finance, Ankleshwar	(Executive, Accounts )	16/09/2021 Till Date	2 Year 08 Months

❖ **Role & Responsibility :-**

1. I have good command on MS Word, MS Excel & power point.
2. I have good communication skills and knowledge of internet.
3. I have well knowledge about bill booking.
4. I have Sap Knowledge
5. Maintaining cash related work flow smoothly & prepare cheque and RTGS receipts, also cash & cheque deposit and punch in banking system on regular basis
6. Good knowledge about GST & TDS.

❖ **Personal information :-**

- Full name : Dhananjay Vilas Bhate
- Marital status : Unmarried
- Gender : Male

- Date of Birth : 25-12-1992
- Nationality : Indian
- Languages Known : Marathi, Hindi, English, & Gujarati.
- Hobbies : Playing cricket, listening Music.
- Strength : Good listener, confident, positive attitude, hard working.

❖ **Permanent Address :**

A-11, Rang avdhut park society, Kunwarda Road,

Tarsadi, Kosamba (R.S.) Taluka - Mangrol, Dist - Surat, Gujarat (394120), India

❖ **Declaration :-**

"I hereby inform you that all the statement made above is true to the best of my knowledge and belief. I give you assurance if you give chance of service, I will give my best to organization."

Place: -

Yours Faithfully

Date :-

(Dhananjay Vilas Bhate)