

CURRICULUM VITAE

Rajesh Choudhary

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Carrier Objective :-

To build career in a progressive organization that will provide me exciting opportunity to learn more and utilize my skill and to develop new perspective.

Education Qualification:

SR. NO.	Qualification	Institution	BOARD/ UNIVERCITY	PRECENTAGE
1.	10 th	Choithram Fountain H.S. School, Indore	M.P. Board	63.83%
2.	12 th	Choithram Fountain H.S. School, Indore	M.P. Board	65.20%
3.	B.com	Indore institute of law, Indore	DAVV Indore	63.25%
4.	M.S.W.	Mansarover Globel University, Bhopal	Mansarover Globel University, Bhopal	74.6%

Work Experience-

- Work experience as a Asst. accountant at Gujarati Timber, Indore (Year-2015-16, 2016-17)
- Work Experience as a M&E cum Accountant in Shreyas Samaj Sewa Sanstha **(TI Project)** Pithampur, Dhar. (Year -01-02-2018 to 16-02-2020)
- At Present work as a Project Manager in Shreyas Samaj Sewa Sanstha **(TI Project)** Pithampur dhar since 2020

Duties and Responsibilities of Project Manager-

- Analyses the progress of the project activities and share the same with action points in the monthly project staff meeting.
- Organize in house capacity building of the other staff.
- Report to PD of the project and TI nodal officer in SACS and / or PO in TSU .
- Timely submission of monthly program performance data in SIMS/CMIS or other reporting format. Submission of SOEs.
- Provide data / information required for preparation of reports.
- Programme Management, Supervision and Monitoring Skills, Team Building Skills, Data Analysis, Community based monitoring.
- Provide data / information required for preparation of reports.
- Reporting Monthly all TI Activity and achievement Data to SACS.
- Training all new Staff who joining TI.

Computer Skill:

- MS Office and Internet
- Tally 7.2

Personal Profile:

Date of Birth	:	10/06/1995
Father Name	:	Mr. Vishnu Prasad Choudhary
Mother Name	:	Mrs. Pushpa Choudhary
Marital Status	:	Married
Sex	:	Male
Nationality	:	Indian
Permanent address	:	Village 207, Bisnawda Dhar Road Dist..Indore (M.P.) 453001
Language Known	:	English & Hindi
Skill	:	Good in communication, Leader ship , hand holding Support to Staff, Programme Management, Supervision and Monitoring Skills, Data Analysis.

Declaration:

I hereby declare that the above written particulars are true to the best of my knowledge.

(RAJESH CHOUDHARY)