

CURRICULUM - VITAE

VIRENDRA CHAUHAN



PERMANENT ADDRESS:-

SOCIETY NAME :780,KAMLESH PARK
AREA : ODHAV
City : AHMEDABAD-382415
Contact number : 9724458449
E-mail ID : VC404032@GMAL.COM

Subject : APPLICATION FOR THE ADMINISTRATIVE

OBJECTIVE

To learn and function effectively in an organization and be able to deliver to the bottom-line. To constantly upgrade my knowledge and skills and make a difference in whatever I do.

EDUCATION QUALIFICATION

Exam Passed	Board/ University	Year Of Passing
BBA	GUJARAT UNIVERSITY	2021

WORK EXPERIENCE

- Presently working with M/S. "UNIQUE LIFE PULSE" from June,2023 to till date as supply chain Manager.
(Purchase, sales, credit note,dispatch, billing)
- Work with M/S." KANTILAL MANILAL GOPI DAIRY" as a sales department manager and billing department.
(Purchase, sales, credit note,dispatch)

JOB DETAILS:-

- ***HANDLE ALL DISPATCHED GOODS, BILLING, CREDIT NOTE DEPARTMENT, SOLVE CN QUERY CONVINCE TO STOKISTS.***

PERSONAL INFORMATION

- Name : CHAUHAN VIRENDRA
- Father's Name : CHANDRABHAN CHAUHAN
- Date of Birth : 20/08/2002
- Gender : MALE
- Mother tongue : HINDI
- Nationality : INDIAN
- Marital Status : SINGLE
- Language Known : HINDI ,ENGLISH ,GUJARATI

STRENGTH

- Capable of using New Trends & Ideas.
- Able to Work in Group.
- Try to Learn New Things.
- Strong communication
- Fast learner

DECLARATION

I do hereby declare that the particulars of information and facts stated herein above are true, correct and complete to the best of my knowledge and belief.

PLACE :

Yours faithfully

DATE :

Chauhan Virendra