

*C*urriculum *V*itae

DIPAKKUMAR R. KASODIA

Near Government Garden, Madhavpur

Soldi Village,

Taluka: Dhrangadhra, Dist. Surendranagar,

Pin code: 363 310

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SELF INTRODUCTION

An Enthusiastic & Energetic Individual with lot of zeal to accept new challenges and having potentiality & willpower to accomplish then through planned, organized and persistent efforts.

CAREER OBJECTIVE

I wish to have career that employs my skills and expertise fully, exploits my potential to its maxim, which does not let me stagnant but evolve me as better professional throughout my career.

EDUCATIONAL QUALIFICATION

Sr. No.	Particular	Board/ Uni.	Percentage	Year
1.	S.S.C	GSHSEB-Gandhinagar	63	1998
2.	H.S.C	GSHSEB-Gandhinagar	61	2002
3.	T.Y.B.A	Saurashtra University	61	2005
4.	M.A.1&2	Saurashtra University	52	2007

1 YEAR EXPERIENCE

Name :- **Omax Cotspin Pvt Ltd**

Designation :- **Export Import Executive**

Start Date : 20 th Sept 2020 to Running...

Role-Responsibility :-

- Prepare Export Documentation
- Coordinating to CHA and Freight forwarding
- Coordinating for all Export dispatch related activities
- Managing day to day dispatch requirement of export
- Maintaining full records of Export Shipments done and upcoming Export Orders.
- Managing timely Dispatch & Custom Clearance
- Arranging for International couriers for dispatch by Surface and Air

PRACTICAL EXPERIENCE

GSECL Gandhinagar Authority About Lifting Flay Ash Pond BY Dev Construction

AREA OF INTEREST

- ⇒ Trading and marketing
- ⇒ Deep Knowledge About IMPORT EXPORT

PERSONAL SKILLS & STRENGTH

- ⇒ Diligence in work
- ⇒ Good grasping power
- ⇒ Leadership Skill
- ⇒ Quest for learning

COMPUTER SKILLS

- ⇒ Basic Computer Skills
- ⇒ MS office
- ⇒ Internet and LAN connection
- ⇒ Adobe Acrobat Professional

PERSONAL DETAILS

Father's Name : Ratilal K. Kasodia
Date of Birth : 04th July 1983

Gender : Male
Marital Status : Un-Married
Languages Known : English, Hindi and Gujarati.