**Narender**

**Narender.347304@2freemail.com**

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**Objective:-**

Willing to work in a challenging environment where I can enhance and put my hardworking and innovative skills in conjunction with achievement of goals of the organization.

**Summary: - Over 10 + years** of experience in IT out of which around **7 years** **experience in Teaching**.

**Experience:-**

1. Presently working in an organization (Magma fincorp. Ltd) from June 2014 to till date.

**Designation: - Collection Executive (FOS)**

**Department Collection, location (Baddi to Nalagarh)**

**Responsibilities: -**

* Handling two locations (Baddi & Nalagarh)
* Coverage area of CV,CE,Car,Tractor Collection (BKT) 0-90
1. **NICT Jahu,Distt. Hamirpur(HP)** (From April 2008 to 2012)

(Near Bus Stand Jahu Distt. Hamirpur H.P)

**Designation: - Centre Head**

**Responsibilities: -**

* Dealing head (responsible for admission and dealing responsibilities with Uni.)
* Teach Theory Classes for (B.C.A & M.C.A).
* Lab & practical for (B.C.A & M.C.A).
* Office maintenance.
1. Taught in **PTU Study Centre (Near Govt. College Chowk Bilaspur HP)** as **Lecturer of Computer Science** Since October 2005 to March 2008.

**Responsibilities: -**

* Teach theory classes & practical for (BCA & MCA)
* Office maintenance
1. Taught in **IGNOU Study Centre (Govt. College Bilaspur HP)** as **Lecturer of Computer Science** Since October 2005 to April 2006.

**Responsibilities: -**

* Teach theory classes(BCA)
* Lab & practical for(BCA)
1. Worked in **Ultimate Hyundai (Ind. Area Phase –II Chandigarh)** as **Computer Operator** since May 2004 to June 2005.

**Academic Qualification:-**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| S.No | Examination | Passing Year | Board/University | Marks | **%**age |
| 1. | 10th | 1992 | H.P.B.S.E Dharmsala | 357/700 | 51 |
| 2. | +2 | 1997 | H.P.B.S.E Dharmsala | 173/400 | 43 |
| 3. | B.A | 2K | H.P.U Shimla | 513/1000 | 51 |

**Professional Qualification:-**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| S.No. | Examination | Passing Year | Board/University | Marks | %age |
| 1. | C.I.C | 2K3 | IGNOU | 216/400 | 54 |
| 2. | M. Sc (Comp Science) | 2K4 | M.D.U Rohtak | 1216/2000 | 60.6 |
| 3. | M.C.A | 2K5 | M.D.U Rohtak | 441/700 | 63 |

**Computer Proficiency:-**

Operating Systems : DOS, Windows NT, Novell 5.0, Linux

Packages : M.S. Office-2000.

Web Designing : HTML,DHTML, Java Script,VB Script,

 Adobe 6.0, Flash 5.0

Languages : C,C++, Visual Basic 6.0.,Java

Databases : MS-Access, Oracle 8,8i

**Main Skills :** C, C++, Visual Basic 6.0, Oracle 8i, Java Script,

 MS-Access, HTML, DHTML, Java, VBScript,

 Adobe 6.0, Flash 5.0.

**Personal Details:-**

D.O.B : 19th-aug-1976

Marital Status : Married.

**Language known:-**

Hindi, English. & Punjabi

**Leisure Interest:-**

Reading Books, Listening Music.

**Skill / Traits:-**

Commitment for achieving goals.

I am always bent upon learning more and more in order to better my future prospects as rapid as possible.

**Date: *\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_***