**Ashawani**

**E-mail:** [**ashwani-393687@2freemail.com**](mailto:ashwani-393687@2freemail.com)

**CAREER OBJECTIVE**

* **To acquire a dynamic position in a prominent organization that affords me the opportunity to effectively utilize my skills and practical knowledge to achieve professional as well as organizational goals.**

**EXPERIENCE CHRONOLOGY**

* **4 Years experience in Shakti Spinner Ltd Ludhiana as Computer Operator From Jan-2002 To May 2006 .**
* **2Year experiencein Cremica Food Specialties Ltd Phillaur Ludhiana as Store Incharge From Aug-2006 To April 2008 .**
* **2 Year experience in Hero Cycles Ltd (CRD) Ludhiana as Dispatch In charge From May-2008 To May 2008**
* **2 Year experience in Amartex Ind. Ltd Hamirpur as Cashier In charge From Aug-2010 To April 2013**
* **3 Year experience in HUL CEER AAR DIstributors. Bhota Hamirpur(H.P) as an sales Executive cum computer operator From May-2013 To May 2016 .**
* **2 Years experience as a TSI in Hamirpur (HP) from May 2016 To October 2018**
* **Presently working as a Cashier From Oct 2018 To till Date**

**ROLES & RESPOSIBILITIES**

* **Managing all marketing for the company and activities within the marketing department.**

**Data entry purchase bill & Sales Bill, voucher E-mail checking, Bank Reconciliation**

**Issue & receive material from store & general control over all activities in store department. Initiates material request coming from department & follow up of purchase order from suppliers. Conduct actual physical stock inventory.**

**Cash handling & bill generate in front office**

**Ability to do all type of office work & software operating**

**ACADEMIA**

**B.CoM From IGNOU**

**PROFESSIONAL SKILLS**

**One Year Computer Diploma From NIIT Ludhiana**

**(spl.. In SAP,SAARAK,UNIFY, TALLY, Easy Resto) software**

**+**

**IT SKILLS**

**Good in MS Office, internet applications.**

**STRENGTHS**

**Confidence, Hard Working, Passionate, aggressive about achieving goals and Team Player, Ability to take new responsibilities.**

**INTERESTS AND HOBBIES**

**Traveling and Listening to Songs**

**Playing Computer Games, Net surfing**

**PERSONAL DOSSIER**

**Date of Birth : 30thJune 1983**

**Languages Known : English, Hindi,**

**Marital Status : Married**

**Place :**

**Date : Ashawani**