

## **CURRICULUMVITAE**

### **SHAHIRUKH KHAN**

**Address:-**360/1Jwala bank compound civil line JHANSI U.P. (284001)

**Mobile:-** **7860260350**

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### **CAREER OBJECTIVE:-**

To build a career in field of management as a marketing & Finance analyst and intent to get a Position to utilize my skills & Abilities Into Practice For Mutual Growth ,Benefit And Make An Endeavor Towards The Way Which Is Innovative Creative & Excel In Field.

### **EDUCATION QUALIFICATION:-**

- ✧ **MBA ( Marketing & Finance )** 2020 BUNDELKHAND INSTITUTE OF ENGINEERING & TECHNOLOGY JHANSI (U.P)
- ✧ **M.COM –2018** BUNDELKHAND UNIVERSITY JHANSI (U.P)
- ✧ **B.COM–2015** BUNDELKHAND UNIVERSITY JHANSI (U.P)
- ✧ **INTERMEDIATE-2012** H.S.N.INTER COLLEGE JHANSI (U.P)
- ✧ **HIGHSCHOOL -2010** H.S.N.INTER COLLEGE JHANSI (U.P)

### **WORK EXPERIENCES :-**

- ✧ **Finance Executive Jhalkari Bai Mahila Kisan Producer Company Ltd. 21/09/2022 to 31/12/2024 (2-YEARS )**

Record all accounting transactions in the ERP/ accounting software used by the PC at the time • Maintaining proper paperwork for all the financial transactions and keeping all the documents updated for reference of auditors during surprise or planned audits. • Ensure timely bank payments • Reconcile accounts payable and receivable • Timely and qualitative preparation and submission of financial reports to the management Manage the cash flows of the company by constant monitoring of inventory, accounts receivables and payables. • Support in monthly, quarterly and annual closings • Supporting day to day accounts matter under the guidance and leadership of Finance Manager • Will be looking after purchase related matter in coordinating with Procurement Manager • Will be looking after logistic and route plan in coordination with PM and CEO • Will identify transporters for fleet movement of commodities from D3C --- WH ---- Customer • Obtaining the quotations from different transporters • Finalise the contract with selected transporters in coordination with Finance Manager and focus on route, Nos. of fleet for PC, Cost, time and size / capacity of fleet • Any other job as deemed fit and required by the company and Hindi ,English typing.

- ✧ **Territory Manager in Fintech (BLS Kendras Pvt.Ltd. Deputed Randstad B2b ) 18/01/ 2022 (6-MONTHS )**

territory sales manager, retail On boarding to make distributor company products is AEPS ,BBPS, money Transfer, M ATM, ayusman card ,PAn card ,Ircet I'd portal's insurance, demate a/c, Amazon and flipkart easy store services provided by bls kendras pvt Ltd portal and by bls sewa, App services available on. provided banking and mini banking services money transfer, bank all banking service statement cash withdraw etc.

- ✧ **Customer Relationship Officer , Black-Buck( Zinka Logistic Solutions Pvt Ltd,B2C sale ) 2021 (1 - YEAR )**

daily meeting to customers and introduce our product features and advantages. Our company product is, IDFC bank and Axis bank Fastag ,GPS, fuel, load board , insurance and tyres daily meeting to old customers and new customers and generate new led and business developing

### **Internship:-**

- ✧ Did internship, online trading and marketing, in **Share-khan Ltd** of 45 days at JHANSI

### **Technical skills:-**

- ✧ **M/S office & Advance Excel , VLOOKUP, HLOOKUP ,PIVOTE TABLE**
- ✧ Tally, Banking & Accounting

### **CERTIFICATION:-**

- ✧ e-certification in digital marketing from Glob-syn Businesssschool online
- ✧ e-certification in financial marketing & investment from Glob-syn Businesssschool online
- ✧ **CCC ( course on computer concepts ) from NIELIT**

### **SKILLS:-**

- ✧ Good communication
- ✧ Lead generation
- ✧ Ability to work under pressure

**PERSONAL INFORMATION:-**

✧ Father Name : Saleem khan  
✧ Date of birth : 21 JAN 1991  
✧ Marital status : Unmarried  
✧ Language : Hindi & English  
✧ Nationality : Indian  
✧ Gender : Male  
✧ Home Town : Jhansi

**DECLARATION:-**

✧ I hereby declare that all the details furnished above are true to the best of my knowledge and belief.

**DATE****SHAHRUKH KHAN**