

CURRICULAM VITAE

SHIVAM SHUKLA

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CAREER OBJECTIVE:-

To become an expert and achieve an established position in the professional driven esteemed organization through sustained efforts and dedication to learn from the best for the best to my knowledge and expertise to optimum use for the company.

EDUCATIONAL QUALIFICATIONS

- ❖ Computer ADCA in 2015.
- ❖ B.A. Kanpur University in 2016.
- ❖ ITI Gov. iti College Lucknow 2014.
- ❖ Intermediate from U.P. Board in 2012.
- ❖ High School from U.P. Board in 2009.

WORK EXPERIENCE

- ❖ 2 year experience in Maruti Suzuki India Ltd. (Gurgaon) (08-2014 TO 06-2016)
- ❖ 2 year experience in Krishna Financial. (Back office MIS Executive)(07-2016 To 01-2018)
- ❖ 4 year experience in Amazon E-commerce (Product Associate) (02-2018 TO 12-2021)
- ❖ Atharv Agriculture Pvt.Ltd. (MIS Executive) (01-2022 TO 02-2023)
- ❖ Surface Paints Pvt Ltd (MIS Executive) (2023 To Till date)

Specialization

- ❖ Excel (Vlookup, Pivot Table, Hlookup, Chart)
- ❖ Microsoft Word
- ❖ Google Sheet (Vlookup, Pivot Table, Hlookup, Chart)

- ❖ *Google Data Studio*
- ❖ *Stock Management*
- ❖ *Staff Management*
- ❖ *Inventory management*

STRENGTHS

- ❖ *Hard working.*
- ❖ *Organization and Presentation skills, workaholic attitude.*
- ❖ *Focused to work.*
- ❖ *Willing to learn and adapt to new challenges and continual updating of technical skills.*

PERSONAL PARTICULARS

Date of Birth	:	<i>10-Aug-1993</i>
Father's Name	:	<i>Late. Ravindra Kumar Shukla</i>
Nationality	:	<i>Indian</i>
Gender	:	<i>Male</i>
Marital Status	:	<i>Married</i>
Language	:	<i>Hindi & English</i>

DECLARATION

I hereby declare that all the information given above is true to the best of my knowledge.

Date:-

Place:- Lucknow

(Shivam Shukla)