

RESUME

VIVEK RATHOR

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Career objective:

- To secure an appropriate position growth opportunity with effective utilization of my skill and experience an opportunity to learn more in professional atmosphere

Strength:

- Honest with my work and character, trustworthy and strive value to myself and simultaneously contribute to the growth and success of the organization, I represent.
- Possessing active listening skills is valuable, especially in customer-facing roles.

Academic qualification:

Year of Passing	Qualification	School/College	Marks / Percentage
2024	Vocational Diploma in Automobile Engineering	Dayal Bagh Educational Institute, Dayal Bagh, Agra	6.5 CGPA (Til1 6 th Semester)
2021	Intermediate	M.D Jain Inter college	52%
2019	High School	G.D.V.M SCHOOL	51.5%

INTERNSHIP AND PROJECT

- **ASHOK AUTO SALES LTD (Dealership of “TATA MOTERS”)**
I have done 3 months internship from (22May 2023 To 14 August 2023) at ASHOK AUTO SALES PVT LTD, Nunhai Shahdara, Agra where I worked in accidental department of commercial vehicles.
- We (My group) made an ‘**ELECTRIC FOLDABLE E CYCLE**’ in which I performed assembly technician role through which I learnt about alignment of wheels with dc motor and simple connections of battery with dc motor , controller and other electric equipment.
- We (My group) made an “**AUTOMOTIVE DECOR**” item (That is made best out of waste) from Automobile waste parts in which I learned the mechanical properties as well as chemical composition of material against welding process.

EXTRA QULIFICATION:

- ONE YAER OF COMPUTER DIPLOMA (ADVANCE DIPLOMA IN COMPUTER APPLICATION) COMPLETE.
- MICROSOFT DISK OPERTING SYSTEM, MICROSOFT – OFFICE, HINDI & ENGLISH TYPING, INTERNET.
- TYPING MASTER (BOTH) HINDI & ENGLISH.
- TALLY.
- ALL WINDOWS WORK.
- INTERNET USE IN COMPLETE
- ADVANCE EXCEL, POWER POINT, WORD.

LANGUAGES KNOW:-

- ENGLISH – Good command over understanding, reading and writing.
- HINDI – Good command over understanding, reading and writing.

Personal Information:

Father Name : Mr. Dinesh Chand Rathor
Marital Status : Unmarried
Language Known : Hindi & English
Gender : Male
Nationality : Indian
Hobbies : Computer Work ,Reading Book ,
Traveling & Net Surfing

Declaration:

- I hereby declare that above information are true to the best of my knowledge.

Date:.....

Place:.....

(Vivek Rathor)