**Curriculum Vitae**

**MAYUR HARYANI**

**H.No-42, Haiderpur, Delhi-110088**

**Mobile: 08586963747**

**E-Mail: mayurharyani@gmail.com**

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| **Career Summary** |

* More than **10** months experience as Accountant in Yjay Traders Private Limited (1st November 2015 to 10th September 2016)
* More than **4** years (September 2010 to April 2015) experience in Samsung mobile service        centre.
* More than **1** year experience as Floor Manager in Samsung mobile service centre.
* Experience in Service tracking, Customer executive, Stock manager, System Work, Inventory        Management, Backend Operations.

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| **Overview** |

* An effective communicator.
* Commitment to quality and results.
* Learning new concepts.
* Strong legal and management skills.
* An energetic person with a passion to learn and explore new things

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| **Educational Qualifications** |

**PROFESSIONAL QUALIFICATION**

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| **Sr. No.** | **Examination** | **Board / University** |  **Status** |
| 1. |  PGDM (Finance) | Institute of Management Technology |  (Completed) |

**ACADEMIC QUALIFICATION**

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| **Sr. No.** | **Examination** | **Board / University** |  **Status** |
| 1. | B.com(Program) | D.U. |  (Passed ) |
| 2. | 12th (commerce) | CBSE | (Passed) |
| 3. | 10th | CBSE | (Passed) |

**Computer Proficiency**

* Operating Systems: Windows XP & Windows 7.
* Internet Tools: Internet Explorer 5.0 and above, Google Chrome, Mozilla Firefox.
* Office Automation Tools: MS Word, MS Excel, MS Power Point.

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| **Personal Details** |

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| Date of Birth | 29th November, 1991 |
| Father’s Name | Mr. Pradeep Haryani |
| Gender | Male |
| Religion  | Hindu  |
| Siblings | Brother |
| Languages | English and Hindi |

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| **Disclosure** |

I, Mayur Haryani, is hereby declare that the information stated above is true and fair and I bear the responsibility for the correctness of the same, in case of any mistakes except clerical errors.

Date:                             (Mayur Haryani)

Place: New Delhi