

# Resume

**Madhav Gopal Mishra**

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## Career Objective

Seeking responsible position where I can utilize my knowledge and skills for achieving targets and act as a key player for the growth of the organization along with my growth.

## Professional Qualification

- **BBA From Accord Business College Shahjahanpur (U.P.)** affiliated with MJPRU Bareilly in **2014**

## Academic Qualification

- **Intermediate** from Public Inter College Gola GokaranNath Kheri(**U.P. Board**) in **2011**
- **High School** from Saraswati Vidya Mandir Inter College Gola Gokaran Nath Kheri **U.P. Board in 2009**

## Certification

- **MIS Course** from **APTECH COMPUTER EDUCATION** Aliganj **Lucknow**
- **CCC Diploma** from **NIELIT** passed with **C grade.**

## Skills

- Work with **SAP** ( GRN,OGP,STO,STN,Booking)
- **MSOFFICE 2010** (Word,Excel,Powerpoint,Outlook,Access)
- Computerized Accounting (Tally EPR 9).
- Operating System: Window (XP, 7, 8, 8.1.,10,10.1), Ubuntu
- Work with **SQL server**

## Experience

- Working as Accountant with CA Mr. G. S. Verma **Dec10,2014 to 24 march,2016.**
- Working as **Material Co-Ordinator** with **Ardom Telecom Pvt.Ltd.** Vendor of **Reliance Jio Infocom Ltd.-** 25<sup>th</sup> March,2016 to 30<sup>th</sup> June,2016.
- Promoted as **MIS** with Ardorm Telecom Pvt. Ltd. Vendor of Reliance Jio Infocom Ltd. – 1<sup>st</sup> July,2016 to 30<sup>th</sup> June,2017.
- Working as MIS with Tech Mahindra vendor of Reliance Jio Infocamm Ltd. 1st July,2017 to 15th Sept,2017.
- Working as Assistant Manager (warehouse) with MBT Krishi Mart Pvt Ltd. 16th December,2017 to 5th April,2018.

## Personal Information

**Father's Name** : Mr.HariharDatt Mishra  
**Date of Birth** : 7<sup>th</sup>July 1993  
**Permanent Add.** : Mohalla Gautam Nagar Colony wards no. 2, Mailani (Kheri) U.P.  
**Languages known** : English &Hindi.  
**Hobbies** : Playing Cricket and Chess

## Declaration

I hereby declare that all the detail given above is entirely true and best to my knowledge and belief.

**Date:**

**Place:**

**(Madhav Gopal Mishra)**