

CURRICULUM VITÆ

Vikas Verma

Address:-

Correspondence:-

V.P.O - Chail, Tehsil - Kandaghat, Distt.- Solan (H.P), 173217.

Permanent:-

Village - Damdhar, via-Chail, P.O. - Jhaja, Tehsil - Kandaghat, Distt. - Solan (H.P), 173217.

Contact No.: - +91 89880-55657, 98163-08135.

E-Mail ID: - verma_back@yahoo.com ,
verma.back2962@gmail.com.

Career Objective

Grow, Learn & Earn In Corporate World.

Profile Summary

An effective communication, interpersonal & analytical skills with proficiency in grasping new concepts quickly and utilizing the same in a productive manner. Possesses learning, assertive & adaptable to situation attitude. Having a persistent and goal oriented character.

Professional Qualification

PGDM (Eqvl. to MBA) from National Institute of Management & Technology (**NIMT**), Ghaziabad, U.P in dual specialization on 2009-10 which was approved by All India Council of Technical Education (**AICTE**).

(In Major **Finance** & Minor **Marketing**)

Professional Training

Successfully completed summer training at **Birla Textile Mills (A division of chemical fertilizer and chemical ltd.)** Baddi (H.P) from 1st May to 1st July 2008 in Finance stream.

Academic Credentials

- B.A. in Economics and Geography from Govt. Post Graduate College Solan (H.P.U) in 2006.
- Intermediate from Military School Chail (CBSE Board) in 2003.
- Matriculation from Military School Chail (CBSE Board) in 2001.

Software Knowledge

- Having advance knowledge of Computer and Information technology completed **Post Graduate Diploma in Computer Application (PGDCA)** from CAL-C [Punjab Information & Communication Technology Corp. Ltd] in the year 2007.

***Module** : Microsoft Office (MS Word, MS Power Point, MS Excel)
: Application Software's & its operation.*

Extra Curricular Activities

- Secured '**B**' certificate in **NCC** in year 2005 under the authority of Ministry of Defence, Government of India.
- Secured '**C**' category on the performance in "**Paryavaran Ratna Award**" from Indian Centre for Wild Life and Environmental studies in South Asia Region.

Strengths

Interpersonal Skills:

- I am Optimistic and energetic person who accept the challenges and can work within any given circumstances.

Professional Skills:

- Excellent Listener, patient and sensitive to clients needs.
- Good analytical and communication skills, ability to sustain hard work, punctuality and determination.

Experience

- Worked in **Fullerton India Credit Company Ltd.** in Solan, Distt. Solan, H.P for six months as a Relationship Officer i.e on 2009-10 which were giving loan to Government Employees/Retailers/Shopkeppers.
- Currently working in **Department of Science and Technology** at Shimla, in the project **H.P. State Centre on Climate Change** as a DEO/Computer Analyst i.e. on 2012 till date.

Personal Details

Name : *Vikas Verma*
D.O.B : 15-Feb-1986
Gender : Male
Category : General
Marital Status : Single

Declaration

I hereby declare that all the information given hereby is correct above to my knowledge.

Date:

Place:

Signature of the Candidate
(Vikas Verma)