

# RESUME

## PERSONAL DETAILS

1. NAME : Mrs. Prajakta Uday Gandhi.
2. ADDRESS : 916/1, 'Gandhi Niwas', Dharmapuri, Wai-412803.
3. DATE OF BIRTH : 24/06/1986
4. NATIONALITY : Indian
5. MARITAL STATUS : Married
6. MOBILE NO. : 9284348548
7. E-MAIL : prajaktadixit83@gmail.com
8. GENDER : Female
9. LANGUAGE KNOWN : Marathi, Hindi, English.
10. HOBBIES : Reading, Writing, Art.

## EDUCATIONAL QUALIFICATION

SR. NO.	NAME OF EXAMINATION	BOARD/UNIVERSITY	YEAR OF PASSING	PERCENTAGE	GRADE
1.	M.A. (Education)	Y.C.M.O.U. Nashik	Appear	-	-
2.	M.A. (Marathi)	Y.C.M.O.U. Nashik	June - 2024	70.44 %	First Class
3.	B.Ed.	Pune University	April – 2022	70.30 %	A+
4.	B.Com	Y.C.M.O.U. Nashik	March - 2011	61.50 %	First Class
5.	HSC	Kolhapur Board	Feb - 2010	55.00 %	-
6.	SSC	Kolhapur Board	March - 2003	50.00 %	-

## OTHER QUALIFICATION

- ❖ MS-CIT
- ❖ TALLY ERP-9.0
- ❖ ENGLISH & MARATHI TYPING
- ❖ SPOKEN ENGLISH

## SELF QUALIFICATION

### Strength

- ❖ Hardworking Skill
- ❖ Positive Attitude
- ❖ Self Confidence
- ❖ Team Work

**EXPERIENCE**

WORK	YEARS	DESIGNATION	REASON
Bhima Jewellers, Sangli.	2 Years	Sales Executive	Marriage
Janta Urban Co. Op. Bank, MIDC Branch, Wai	3 Months	Apprentice Candidate	Apprentice Period
Glory Children's Academy, Menwali, Tal - Wai	1 Years	Accountant	Travelling Problem
Joy Children's Academy, Wai	1 Years	Accountant	Co – vid
Disha Study Centre, Wai	1 Years	Admission Head	Shifting to another Branch
Disha Play School, Wai	1 Years	Admission Head, Accountant	Family Issue

**OBJECTIVE**

Sincere, Devoted & Enthusiastic, Wishing to contribute towards the Organization. As well as Personal Growth to Boost my career and benefit the organization using my organizational and goal orientation Skill.

**DECLARATION**

I here by declare that all the above mentioned statement are true & correct to the best of my Knowledge & belief.

Date :-

Place :- Wai

Yours Faithfully,  
(Mrs. Prajakta Uday Gandhi)