

## **Anil Sharma**

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### **OBJECTIVE:-**

- ✓ Achieve heights through new challenges in an organization for new achievements that offers opportunities to utilize my analytical skills.
- ✓ Creativity and commitment to perform in Marketing Dept for the growth of organization.

### **ACADEMIC QUALIFICATION:-**

- ✓ Passed Matric from H P S E Board Dharamshala in the year March 1998.
- ✓ Passed Intermediate from H P S E Board Dharamshala in the year March 2000.
- ✓ Passes Bachelor of commerce from H P University SHIMLA in the year September 2003.
- ✓ Master of Commerce ( M.com) from IGNOU

### **PROFESSIONAL QUALIFICATIONS:-**

- ✓ Master of Business Administration ( Finance) from PTU Jalandhar (Punjab) in the year July 2006
- ✓ Executive MBA in Retail management from KSOU in the year 2015
- ✓ Certified Retail Trainer for level 4,5,6&7 by RASCI

### **TECHNICAL KNOWLEDGE**

- ✓ Diploma in Computerized Accounting tally from City commerce Academy Chandigarh.
  - Balance sheet finalization & reconciliation
  - Sales tax/service tax / excise etc.
  - TDS & advance tax matters
  - Inventory & other accounting work
- ✓ Working Knowledge of M.S Office and internet

### **TRAINING & SEMINARS**

- ✓ 3Months training at ICICI BANK LTD on the Project “Electronic fund movement & RTGS system of fund transfer. Role of banking system and responsibilities of apex Bank RBI ” in the year 2006
- ✓ Attended many Seminars and workshops related to Vocational Education and Retail Management courses at Directorate of Higher Education Shimla(HP).
- ✓ Attended many Seminars and workshops related to Vocational Education and Retail Management courses at DIET(District Institute of Education& Training) Shimla, Bilaspur and Mandi ( HP)

## EXPERIENCE

- ✓ As a **Sales Executive** in “**Reliance Communication Infrastructure Pvt Ltd**”at Ludhiana Punjab from dec 2007 to July 2009
- ✓ As a **BUSINESS DEVELOPMENT EXECUTIVE** in “ICICI Bank Ltd” at Main Market, Bilaspur (H.P) from may Nov2009 to dec 2010
- ✓ As an **Area Sales Manager** in “Divya Himachal Parkashan Pvt Ltd”At Kashmiri complex, near Ghandi Chowk, Hamirpur (H.P). H.O Purana Mataur Kangra (H.P) from jan2011 to march 2012.
- ✓ As a **Sales Manager** in ‘Bajaj Allianz life Insurance Pvt ltd’ at Branch office Bilsapur (H.P) near Gurudwara Chowk from march 2012 to sep 2013.
- ✓ As a **Vocational Trainer Retail Management in** Basics Academy for building lifelong employability ltd. Delhi since 4 Sep 2013 to 25/07/2017.
- ✓ As a **Vocational Trainer Retail Management in** B.voc Department at NSCBM Govt Degree College Hamirpur H.P under Labournet Service India Pvt Ltd since 25/07/2017 to onwards .

## Strength:-

- ✓ Excellent team Leader with team building capability, commitment, loyalty and good motivator.
- ✓ Creativity independent initiative, good judgment determination.
- ✓ Self development and flexibility.
- ✓ Good interpersonal and influencing skills.

## Personal Details :-

Father’s Name	:	Sh. BRIJ LAL SHARMA
Date of Birth	:	20 <sup>TH</sup> .FEBRUARY 1982
Nationality	:	Indian
Language Knows	:	Hindi, English, Punjabi & Sanskrit.
Marital Status	:	Married

## Hobbies:-

Surfing on NET  
Playing cricket and chess  
Reading News Paper

## Declaration:-

I hereby declare that the information furnished above is true to the best of my knowledge.

Anil Sharma

