



SANJAY VAGHANI

Date of birth: 25/11/1991 | **Nationality:** Indian | **Gender:** Male | **Phone number:** (+91) 9724757947 (Mobile) |

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● ABOUT ME

I am an Organised, efficient and hard working person, and am willing to discover and accept new ideas which can be put into practice effectively. I am a good listener and learner, able to communicate well with a group and on an individual level. I am able to motivate and direct my talents and skills to meet objectives.

● EDUCATION AND TRAINING

10/06/2006 – 11/03/2007 India

S.S.C Gujarat Secondary Education Board

10/06/2008 – 15/03/2009 India

H.S.C Gujarat Higher Secondary Education Board

10/07/2010 – 20/04/2012 India

BACHELOR OF ARTS Saurashtra University

● WORK EXPERIENCE

05/03/2013 – 25/12/2019 Surat, India

STORE KEEPER VISHAL SUPER MART

- Replenish supply inventories following established guidelines of the company.
- Maintain a neat, clean and safe working environment as per government regulation.
- Manage the store layout.
- Supervise other staff members and keep a record of sales.
- Receive, upload and shelf all supplies.

02/01/2020 – CURRENT Surat, India

DRIVER PRAMUKH EXPORT

- Perform regular safety checks on vehicles to ensure they are in good working condition before and after each trip.
- Adhere to traffic laws and safety regulations to avoid accidents or incidents.
- Handle customer grievances and other issues professionally and timely.
- Report any incidents or accidents to the management immediately.

● LANGUAGE SKILLS

Mother tongue(s): **GUJARATI**

Other language(s):

	UNDERSTANDING		SPEAKING		WRITING
	Listening	Reading	Spoken production	Spoken interaction	
HINDI	B2	B2	C1	C1	B1

	UNDERSTANDING		SPEAKING		WRITING
	Listening	Reading	Spoken production	Spoken interaction	
ENGLISH	C1	C1	B2	B2	B2

Levels: A1 and A2: Basic user; B1 and B2: Independent user; C1 and C2: Proficient user

- **DIGITAL SKILLS**

Microsoft Word | Microsoft Excel | Microsoft Powerpoint | Social Media

- **HOBBIES AND INTERESTS**

Traveling, Movies, Reading Books.