

## **CURRICULUM VITAE**

**MS. RICHA ASHOK YADAV**

1932, A ward, Rankala Road,  
Kolhapur - 416 012

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### **CAREER OBJECTIVE :**

- Being passionate about continues learning & there by aligning my personal growth organization.
- The desire & ambition to work in challenging with an organization which provides ample opportunities for my career growth.

### **EDUCATIONAL QUALIFICATION :**

No.	Qualification	University/ Board	Year of Passing	Grade
1.	<b>S.S.C.</b>	Maharashtra State Board	2005-2006	II
2	<b>H.S.C.</b>	Maharashtra State Board	2007-2008	II
3	<b>B. Com.</b>	Shivaji University	2008-2011	I
4	<b>M. Com.</b>	Shivaji University	2011-2013	II
5	<b>M.B.A.</b>	YCMOU University	2015-2016	I

### **EMPLOYMENT DETAILS :**

- Worked as Business Development officer @ IDBI Bank, Kolhapur - 6 Months
- Worked as Teacher @ Karmaveer English School, Kolhapur - 2 years
- Working as Teacher Chate Group of school, Koparde - since 3 years to till Date

### **PERSONAL DETAILS :**

Date of Birth : 19 May 1991  
Gender : Female  
Marital Status : Unmarried  
Nationality : Indian  
Language Known : Marathi, Hindi, English

**COMPUTER/OTHER QUALIFICATION :**

- CCC from DOEACC
- Diploma in information Technology from Kshitij Computers

**ACCOMPLISHMENT :**

- Typing English 30 W.P.M.
- Typing Marathi 30 W.P.M.
- operating system - MS-DOS, Windows, XP
- Office Automation - MS Word, Excel, Power Point
- Internet - Web, Search Engine, Surfing, Email

**PERSONAL SKILLS :**

- Ability to Work in Team.
- Accept New Challenges
- Respectful And Work By Heart
- Positive Approach.
- Good Communication

**DECLARATION :**

I hereby declare that the above mentioned information is correct up to my knowledge.

Place - Kolhapur

Date -     /     /2020

*(MS. RICHA A. YADAV)*