

Resume

Pallavi Dilip Pawar

Present Address:

Ashok nagar Rajyakarmachari
Vasahat 'Anjanai niwas' B-18 Nashik.
422012 Maharashtra India.

Permanent Address:

Sidhi-Vinayak Apartment,
Flat No-08.Near Church Gate &
T.V Centre.
Behind Vishal Hotel Nampur Road
Near New Water Tank,
Malegaon, Camp-423205.Dist-Nasik.

Mobile:

+918999037157
+918888634865

E-MAIL ID:

Pallavidaitkar02@gmail.com

Objective:

To obtain fresher level skills and designing information and ready to enable the company to Operate as well as effectively your business.

Profile:

Dynamic, Innovative and a Resourceful computer Engineer in the field, which will help me to explore myself fully and realize my potential.

Academic Career:

- Diploma in Computer Engineering (MSBTE) with 57.38 % from K.K.Wagh Polytechnic, Nasik in the year 2011.
- Higher School Certificate (HSC) from Nasik Board with 58.50% in the year 2008.
- Secondary School Certificate (SSC) from Nasik Board with 69.60% in the year 2005.

Computer Knowledge:

- Total basics of computer, Office Tools: Word, Excel, Power Point.
- Computer lab assistant.

Computer Course:

- **Frontend Development(HTML)**
CNC WEB WORLD-PUNE

Work Profile

- Matoshi college of engineering & research centre.Eklhare,Nashik (June 2013- feb 2014)-9month
- Prajnanabodhini English medium school,shirgaon,pune (June 2022 to till date)

Job Profile

- Install printers, scanners and other hardware.
- Manage the local area network (LAN).
- Assist students and teachers with login issue.
- Supervise student during computer classes and test.
- Create document templates, forms and other digital materials.
- Inform staff members and students about software updates.
- Maintain student discipline in the lab.
- Train Students on new hardware or software.
- Troubleshoot hardware and software application as needed.
- Decide web page design and structure.
- Striking a balance between functional and aesthetic design.
- Make sure the web design is Smartphone capable.

Strengths

- Self - confidant and self- motivated.
- Good grasping power, analytical skill & problem solving technique.
- Skilled at taking initiative, leading & motivating the group.
- Sincere and Hard Working with Positive attitude.
- I believe in growth through continuous learning and application of knowledge.
- Good Teamwork, Result oriented.

Personal Profile

- Name : Pallvi Bipin Daitkar
- Marital Status : Married
- Gender : Female
- Date of Birth : 2nd Sept 1989.
- Nationality : Indian
- Languages Known : Marathi, English and Hindi
- Email Id : Pallavidaitkar02@gmail.com
- Contact No : +918999037157, 888834865.

Declaration

I am sure that the synthesis of my technical knowledge and managerial aptitude with people orientation makes me suitable for the required position and would help me play a vital role in the growth of your esteemed organization.

Place :

Date :

Yours Genuinely,
Pallavi Dilip Pawar