

Akshay Sanjay Udugade
Contact No:- +971558622466
Email :- akshayudugade007@gmail.com

COVER LETTER

Dear Hiring Manager,

Thank you for the opportunity to apply for the slot role at your Company. After reviewing your job description, its clear that you're looking for a candidate that is extremely familiar with the responsibilities associated with the role, and can perform them confidently. Given these requirements, I am certain that I have the necessary skills to successfully do the job adeptly and perform above expectations.

My Qualification has helped me to attain all required skills & qualities to perform job task before the deadline, 10+2 and Completed Graduation B.Com.

Experience:- Worked 6 months with D-Mart as an Admin, Worked 3.8 years with Wheelseye GPS Pvt.Ltd., as a Sales Manager, Worked 1 year with DY PATIL (APAK Business Innovation Pvt.Ltd.) as an Admin and Worked 6 months with APAK BUSSINESS INOVATION PTV LTD., as a Supervisor.

Skills and Strength Fast learner, adaptability according to changes and pressures in workplace , Work effectively with diverse groups of people, Innovative in approach and committed to the job and Good communication skills, honest and punctual.

I would sincerely enjoy the chance to bring my level of professionalism and dedication to the job. I have no doubt you'll find me to be a qualified employee who would make an excellent in your organization.

If I succeed in my application, I assure you that I will perform all my duties to an exemplary standard to quickly become a team member who contributes positively to the organization objectives. **Currently I am available in Dubai (UAE) and extremely excited to join any Good Organization whenever asked and needed.**

Please contact +971558622466 or via email:- akshayudugade007@gmail.com at to arrange for a convenient meeting time.

Thank you for your consideration, and I look forward to hearing from you soon. Please find attached my resume for your reference.

Thanks & Regards,

Akshay Sanjay Udugade

CURRICULUM-VITAE

Akshay Sanjay Udugade

Address:- Al Madina Express Bldg Above Almadina Supermarket / 302 Al

Muteena, Beside Pak Darbar, **DUBAI (UAE).**

Contact No:- +971558622466 (**Dubai**) Email:- akshayudugade007@gmail.com

CAREER OBJECTIVE

- To Provide meaningful solution to the organization in achievement of their goals and objectives, which offer a challenging stimulating work, environment that offer prospects for long term development and career growth.

WORK EXPERIENCE

- Worked 6 months with D-Mart as an Admin.
- Worked 3.8 years with Wheelseye GPS Pvt.Ltd., as a Sales Manager.
- Worked 1 year with DY PATIL (APAK Business Innovation Pvt.Ltd.) as an Admin
- Worked 6 months with APAK BUSSINESS INOVATION PTV LTD., as a Supervisor.

EDUCATION QUALIFICATION

- 10th Completed from Maharashtra Board in 2015.
- 12th Completed form Maharashtra Board in 2017.
- Completed Graduation B.Com from YCMOU, Nashik in 2023.
- All Basic Knowledge of Computer.

SKILLS AND STRENGTH

- Fast learner, adaptability according to changes and pressures in workplace.
- Work effectively with diverse groups of people.
- Innovative in approach and committed to the job.
- Good communication skills, honest and punctual.

PERSONAL DETAILS

Name	:	Akshay Sanjay Udugade
Father's Name	:	Mr. Sanjay Udugade
Date of Birth	:	09/09/1999
Gender	:	Male
Marital Status	:	Unmarried
Nationality	:	Indian
Language Known	:	English and Hindi

DECLARATION

I hereby declare that all the details furnished above are true to the best of my knowledge and if found false I am wholly responsible.

Akshay Sanjay Udugade