

HARI KISHAN JANGIR

jangirharikishan1994@gmail.com

9587419618

SUMMARY

A resume summary, also known as a professional summary or summary statement, is a short description at the top of your resume that describes your experience, qualities and skills. Including a resume summary allows you to showcase your strongest assets right away

CAREER OBJECTIVE

highly motivated to work in a professional environment with a growing organization and to achieve high carrier growth through a continuous learning process

SKILLS

- . problem solving skills
- . critical thinking skills
- . communication skills
- . teamwork
- . organization skills
- . Responsibility

EXPERIENCE

08/07/2019 - 01/01/2021

Organization - Aeg Associated Capsules Pvt Ltd Dahanu Road

Designation - HK supervisor

Responsibility - . Assigning housekeeping tasks to staff and inspecting work to ensure that the prescribed standards of cleanliness are met.

. Scheduling staff shifts and organizing replacements as required.

. Investigating and addressing complaints regarding poor housekeeping service.

15/03/2022 - 23/03/2023

Organization - Piaggio Vehicles Private Limited

Designation - supervisor

Responsibility - . Regularly taking inventory of cleaning supplies and ordering stock as needed.

. Issuing cleaning supplies and equipment to housekeeping staff as needed.

. Screening housekeeping applicants and recommending promotions, transfers, and dismissals.

PROJECTS

Project - 1

Title : . Portfolio Project

. Having a portfolio of projects is an excellent way to showcase your skills and abilities to potential employers. A portfolio is a collection of your work that demonstrates your expertise and abilities in a particular area. It enables you to demonstrate your abilities and create a personal website that is as simple or as complex as you choose.

API-based Project

. API or application programming interface, is an intermediate between software that allows two apps to interact with one another. API's provide an easy way to retrieve and distribute data within and across companies. There are a lot of API's available on the internet, including Twitter API, amazon API, and various other API's. This skill is useful in a variety of fields, such as software development, data analysis, and marketing.

Roles & Responsibilities : . working as an administrative assistant also provided me with a strong sense of responsibility and daily of care

. my main responsibility is to closely collaborate with accountant and administrative.to gain adoption for the new accounting and payroll software

Description : . supervise employees in the daily process of cleaning vacant and stayover guest room

. training housekeepers on cleaning and maintenance task

. overseeing staff performance on a daily basis

EDUCATION

Degree/Course	Institute Name	University	Percentage	Year Of Passing
BA	SHREE SHYAM PG COLLEGE GUDHA GORJI	UOR JAIPUR	60%	2014

ACHIEVEMENTS & AWARDS

1.. Re-organized something to make it work better

. Come up with a new idea that improved things

. Contributed to good customer service

. Saved money for the company

STRENGTH

. strong work ethic

. honesty

. creativity

. customer service

. self_ motivated

. punctuality

WEAKNESS

. uncomfortable with public speaking

. uncomfortable with delegating task

. prone to procrastination

. Limited experience in a particular skill

AREA OF INTEREST

- . consider your hobbies
- . take interest test
- . gain more experience
- . try different things
- . work with other people

HOBBIES

- . Read the job description
- . Research the company 's values mission and goals
- . Identify which hobbies align with the job skills
- . Identify the interests you hold that correlate with the company 's mission vision and goals

REFERENCE

Referee's Name	Hari kishan Jangir
Job Title	HK supervisor
Company Name	Sodexo
Email id	jangirharikishan1994@gmail.com
Phone Number	9587419618

PERSONAL DETAILS

Father's Name	POKAR MAL
Address	DHANI KHEDRA KI GUDHA BAWNAI GUDHA GORJI JHUNJHUNU RAJASTHAN 333022
Date Of Birth	11/12/1998
Gender	Male
Marital Status	Single
Nationality	Indian
Language	English Hindi

DECLARATION

yes

DATE -

SIGNATURE