



India

Mr. RAKESHKUMAR GAJJAR

## PERSONAL DETAILS

Reference No.	CV-IT-438167-25
Country of Residence	India
Surname	GAJJAR
Given Name	RAKESHKUMAR
Date of Birth	Monday, 18 Dec 1967
Gender	Male
Marital Status	Married
Religion	Hindu

## PASSPORT DETAILS

Passport Number	
Nationality	India
Date Of Issue	Friday, 06 Jun 2025
Date Of Expiry	Tuesday, 05 Jun 2035
Place Of Issue	AHMEDABAD

## PHYSICAL INFORMATION

**Height** 5.11

**Weight** 78

No, I Don't have any physical disability or serious illness.

No, I Don't have any scars, marks or tattoos.

## EDUCATION INFORMATION

**Highest Level of Education** Higher Secondary

**School/College/University Name** GUJ HSE BOARD

**Passing Year** 1989

## PROFESSIONAL QUALIFICATIONS

**Institute Name** INFORMATION TECHNOLOGY AN

**Course Title** CERTIFICATE COURSE IN INFORMATION TECHNOLOGY

**Passing Year** 2005

## LANGUAGES INFORMATION

Languages	Speaking	Writeing	Understanding
ENGLISH	Well	Excellent	Excellent
HINDI	Excellent	Excellent	Excellent
GUJARATI	Excellent	Excellent	Excellent

## EMPLOYMENT HISTORY

**Year Of Exprience** 15

<b>Background</b>	GENERAL/ADMIN MANAGER GURUKRUPA ENTERPRISES AS MECHANICAL CONTRACTOR'S OFFICE ALL CLERICAL WORK MAILING MAINTAIN ALL ACCOUNTING BOOKS SALE PURCHASE BILLING CLIENTS COMMUNICATION / CONTACTS FOR SUPPLY HIRING MACHINERY DELIVERED AND RETURN PROCESS WORK ISSUED E-WAY BILLING DELIVERY CHALAN ETC. ALL TYPE OF COMPUTER ONLINE WORK E.G. GST CALCULATION PROVIDENT FUND LABOUR SALARY PAID LABOUR INSURANCE COLLECTING ALL WORKING SITE DATA FROM SUPERVISOR AND REPORTING TO DIRECT BOSS.
<b>Latest Company</b>	GURUKRUPA ENTERPRISES
<b>Telephone No</b>	02653523240
<b>Address</b>	K-10 GRAND BUILDING SARABHAI CAMPUS GENDA CIRCLE VADODARA IND 390007
<b>Date Of Join</b>	2013-05-15
<b>Last date at Job</b>	

## EXPERIENCE CERTIFICATIONS

### Certifications

GENERAL/ADMIN MANAGER

### **NOTE:-**

We are Workers in Armenia / Galaxy Seven Armenia, a recruitment and employment support organization assisting employers and foreign workers in the Republic of Armenia. We have been appointed as HR consultant for the above applicant. The above (CV) applicant is our registered and recognized candidate; therefore, we assure you that the applicant will be well-mannered, sober, and gentle. After confirming hiring eligibility, our company will assist the applicant in preparing the required documents for the work authorization process and, where applicable, for obtaining a legal work residence permit in Armenia. After completion of formalities, our company will support the applicant by providing basic but very important HSE and first-aid training. Workers in Armenia / Galaxy Seven Armenia will also provide proper knowledge to the applicant about work ethics/behavior and the applicable laws and regulations of the Republic of Armenia. Our office representative will be accessible at all times through our Armenia office with 24/7 online support to

respond to the employer (Company) and assist throughout the entire process. Our entire service follows ethical recruitment practices. We do not charge any money/fees from the applicant for VISA or JOB in Armenia.