



RANJITSING BHOJUSINGH RAJPUT

S R . C L E R K (C A S H I E R)

CONTACT

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- Staff Qtr. B2, SSBT COET
Campus, Bambhori, Jalgaon

EDUCATION

Bachelor of Commarce

University of Pune
Pune

1992

58%

Master of Commarce

North Maharashtra University
Jalgaon

SKILLS

- ERP Software
- Tally Software
- MSCIT

ABOUT ME

Being a good listener and learner, I always strive to create positive atmosphere near around me. As a good communicator, I motivate and apply skills and knowledge to meet the work challenges.

एक चांगला श्रोता आणि शिकणारा असल्याने मी नेहमी माझ्या सभोवतालचे सकारात्मक वातावरण निर्माण करण्याचा प्रयत्न करतो. एक चांगला संवादक म्हणून, मी कामातील आव्हाने पूर्ण करण्यासाठी कौशल्ये आणि ज्ञानाचा वापर करण्यास प्रवृत्त करतो.

EXPERIENCE

Sr. Clerk (Cashier) From Mrach 1995 - PRESENT

S.S.B.T.'s College of Engg. & Technology, Bambhori, Jalgaon

- Book keeping of all Students in ERP Software.
- Account Books Maintenance.
- Assisting Account Section in preparing FRA and Audit Reports
- Exam Audit Work.
- Students Scholarship Bills feeding work.
- All students finance related work as Fees Structure.
- Fee No- Dues, etc.

LANGUAGE

Marathi

Hindi

HOBBIES

Daily Waking

Listning Song

Yoga