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**RAJESH KUMAR**

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Village Dhandhar,city Pilani, Jhunjhunu, Rajasthan, Pin-333031

### Career Objective

To work in an organization where I can acquire new Knowledge and sharpen my skills and put my efforts on achieving organization as well as individual goals.

### Academic Qualification

Polytechnic (Birla Technical Training Institute Jodhpur) IN 2018.

12th (PCM-Adrash Vidya Niketan Pilani) IN 2015

10th (Adrash Vidya Niketan Pilani) IN 2013

Work Experience : 4 Years And 6 Month In Om Logistics Ltd. As a Cashier  
( Outstanding, Customer Billing & Opration)

### **OM LOGISTICS LTD**

Om Logistics Ltd. Provides logistics solutions and services in India. It offers transportation, warehousing and logistics support to corporate and multinational automobile industries.

PERIOD : 2024 to Till. Reporting to-Cashier + Billing

**JOB PROFILE** : Responsible for-

1. Making MIS Report of All Ledger (Debit credit) And Clear on Daily Basis of OM Logistics
2. Customer Monthly Billing and Paid Topay Billing
3. Single window responsibility of these Customer's consignment from pick up to delivery
4. Directly Interacting With these Given Customer on Daily basis
5. Making MIS Report of Customer's Consignment and Provide to Party on Daily Basis

### Computer Skills

Ms Office (Word, Excel( V lookup , Pivot Table etc), Power Point, etc.)

Line-x, Oracle

Typing(English)

### Hobbies

Travelling

Playing Cricket

### Key Strength

Positive Attitude

Dedication to work

Self-dependent

Punctuality

### Personal Information

Name	:-	Rajesh Kumar
Father's Name	:-	Mr. Surendra Kumar
Date Of Birth	:-	25-Aug-1997
Marital Status	:-	Married
Nationality	:-	Indian
Language Known	:-	Hindi, English

### Declaration

I hereby declare that the above written particulars are authentic as per my knowledge and belief.

Date

(Rajesh Kumar)