

RESUME

MRS. GEETANJALI P. RANE

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Near Samrat Hotel , Thakurwadi,
Dombivli(west)-421202

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CAREER OBJECTIVE:

Seeking a good position in a organization, where I can be a value-adding resource. This means taking pride in my work, meeting deadlines & interacting with peers & clients at a professional level.

PERSONAL SKILLS:

- Innovative, excellent problem solving skills & a self-starter.
- Good communication, inter-personal & leadership skills.
- Well organized & easily meets deadlines.
- Takes initiative & works well independently or as a part of group.

EDUCATIONAL QUALIFICATION:

<u>EXAM</u>	<u>DISCIPLINE/ SPECIALISATION</u>	<u>NAME OF THE INSTITUTE</u>	<u>YEAR</u>	<u>UNIVERSITY/ BOARD</u>	<u>AGGREGATE (%)</u>
DIPLOMA	ELECTRICAL ENGINEERING	K.J.SOMAIYA POLYTECHNIC	JUNE- 1998	MAHARASHTRA TECHNICAL BOARD	63.13 % FIRST CLASS
HSC	SCIENCE	R.V. NERURKAR	MARCH- 1995	MAHARASHTRA STATE BOARD	57.83 % SECOND CLASS
SSC	ALL SUBJECTS	S.V.V.M	MARCH- 1993	MAHARASHTRA STATE BOARD	75.14 % DISTINCTION

PROJECT : Running Lighting (Decorative lamps)

SEMINAR PRESENTED: Energy efficient motors.

COMPUTER SKILLS:

Certificate course - Advanced Diploma in computer software, system analysis & application.

WORK EXPERIENCE:

- Having 13 years' experience as a Lab Assistant in S.S. Jondhale Polytechnic, Ambarnath(E).
- Having 7.5 years' experience as a Instructor (Teaching & Practical's) in K. J. Somaiya Vocational Training Institute, Vidyavihar (E).

NON- TECHNICAL DETAILS:

I would describe myself as a committed person. I consider myself motivated when I am in a team & given the opportunity to inspire & absorb others. I would like to give a head start to my career in a environment which will bring out the best in me.

PERSONAL PROFILE:

Name : Mrs. Geetanjali P. Rane
Date of birth : 24 September 1977
Sex : Female
Languages known : English, Hindi & Marathi
Hobbies : Art & Craft

Declaration:

I hereby declare that the information furnished above is true to the best of my knowledge.

Place : Dombivli

