

# PANKESH SARVAIYA

Computer Operator

## DETAILS

### ADDRESS

At Rajula Amreli  
Gujarat, 365560  
India

### PHONE

9016631938

### EMAIL

pankeshsarvaiya5135@gmail.com

### DATE / PLACE OF BIRTH

18/05/2002  
Rajula

### DRIVING LICENSE

Yes

### NATIONALITY

Indian

## SKILLS

Customer Service

Ability to Work in a Team

Communication

Microsoft Office

Computer Skills

Communication Skills

## PROFILE

Dynamic Computer Operator with over a year of diverse experience impacting customer service and operational efficiency. Proficient in computer skills and Microsoft Office, coupled with strong communication abilities, enhancing team collaboration and client satisfaction. A proven track record in various roles, including cash handling, technical support, and reception duties, demonstrates adaptability and a commitment to excellence. Eager to leverage expertise in a challenging role that values innovation and teamwork.

## EMPLOYMENT HISTORY

|                                                   |           |
|---------------------------------------------------|-----------|
| Cashier D Mart Ahmedabad , Computer Operator      | Ahmedabad |
| Jan 2023 — May 2023                               |           |
| X Ray Tecnician                                   | Morbi     |
| Jun 2022 — Aug 2022                               |           |
| Machine operator , Computer Work                  | Rajkot    |
| Mar 2021 — Jul 2021                               |           |
| Receptionist , Samarpan Multi-Speciality Hospital | Morbi     |
| Aug 2024 — Jul 2025                               |           |
| New Sim Activation & Mnp                          | Rajula    |
| Jun 2020 — Aug 2020                               |           |

## HOBBIES

Playing Cricket

## LANGUAGES

Gujarati

Hindi

English

## EDUCATION

10th, Shri Jivanlal Anandji Sanghavi High School

Rajula

Jan 2017 — Dec 2017

12th , Shri Jivanlal Anandji Sanghavi High School

Rajula

Jan 2019 — Dec 2019

Bcom, Maharaja krushnkumarsinhji Bhavnagar University

Bhavnagar

Jan 2022 — Dec 2022