

**Jaydeep.U.Dave**

Address: - "Kundan" AcharayaKul Society, Street No- 6,  
Chitra, Bhavnagar, pin-364004

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**Objective**

To share knowledge, experience, and work for the betterment of our society to strengthen our country.

**Personal Details**

**Full Name:** Jaydeep Umeshkumar Dave

**Address:** "Kundan" charaya Kul Society, Street No-6, Chitra,  
Bhavnagar, pin-364004

**Date of Birth:** 23<sup>th</sup> December, 1987

**Gender:** Male

**Marital Status:** Married

**Areas of Interest:** Reading, Sports, etc

**Languages Known:** Gujarati, Hindi and English.

**Mother Tongue:** Gujarati.

**Nationality:** Indian

## ACADEMIC QUALIFICATIONS

| Degree | Year                 | Institute                                                     | University/Board  | Percentage |
|--------|----------------------|---------------------------------------------------------------|-------------------|------------|
| SSC    | March-2003           | StXavier's(Bhavnagar)                                         | GandhinagarBoard. | 45.29%     |
| HSC    | March-2005           | SwaminarayanGurukul<br>(Bhavnagar                             | GandhinagarBoard. | 47.83%     |
| B.A    | March-2010           | SamaldasCollege<br>(Bhavnagar).                               | M.K.B.U           | 40%        |
| M.S.W  | March-<br>April-2012 | ShreeSwamiSahajanand<br>College Of Commerce<br>And Management | M.K.B.U           | 54.59      |

## Technological Skills

| Technology      | Tools                                         |
|-----------------|-----------------------------------------------|
| CCC(August2017) | 88%                                           |
| OperatingSystem | WindowsXP,Windows7                            |
| Software        | MicrosoftWord,ExcelandPowerPoint,<br>Internet |

## Experience

- Saakar sales and service(H.R Assistant)  
(Surat) (May 2012 to April 2014)
- Hr Assistant In Eternal Motors (Bhavnagar)  
(Jun-2014 To Nove-2015)
- Gyanmanjari institute Of Technology College (Bhavnagar) (HR,  
(January-2016 July-2017)
- Sanjay Sales Pvt. Ltd (Hr & Admin) (Bhavnagar)  
(December 2017 to September 2020)
- Sterling accouris Lab(Bhavnagar) (Hr)  
(April-2021 To December-2022)

- Pulse Plus Multi Specialty Hospital Bhavnagar (Sr. Hr)  
(February -2023 To Till date)

**(Work experience Recruitment, joining formality, Exit formality, salary, Staff leave management, staff day counting, admin work)**