



ABHISHEK JAYESHBHAI DAVE

"SHREE GAYTRI KRUPA" BHARTINAGAR STREET NO - 3
GANDHIGRAM RAJKOT 360007
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Objective

A Self- Motivated, Result & Growth oriented candidate looking forward to make a sound position in the Corporate World.

Experience

- Paul Merchants Limited** 16/01/2024 - To - Currently working
Retail forex - Operations Executive "Forex"

Work description

- Foreign exchange
- Buy & sell foreign currencies
- Send money abroad
- Get assistance in opening GIC Account
- Outward remittances/Wire transfers
- Remittance:** Tour Payment/Students - University/College Fees (FLYWIRE/GIC/BLOCK A.C PMT/WUBS)
AD-1 Transections (Gift/Maintenance/Living Expense)
- FOREX:** To en-cash Currency from the Retail clients, Banks and to punch entry to Sale Currency to retails clients, travel agents, education consultants and to punch entry.
- Bulk purchase/Bulk Sale, branch expenses/conveyance punch entry and maintain the account of branch.

Education

- Pathak school rajkot (GSEB BOARD)** 2018
10th
B2
- Pathak school rajkot (GSEB BOARD)** 2020
12th
B2
- Christ college rajkot (Saurashtra University)** 2024
B.COM
57%
- IGNOU**
MBA (Financial Management)
Final year

Skills

- Computer proficiency
- Innovative & creative thinking skills
- Good at Decision Making
- Good at Management
- Quick Learner
- Strong Leadership skills
- Willingness to learn new things
- Positive attitude

Achievements & Awards

- Got the “Rajya puraskar” award from Bharat Scouts & Guides
- Passed the NCC ‘A’ certificate examination with ‘B’grade
- Passed the NCC ‘B’ certificate examination with ‘B’grade

Activities

- Playing Sports
- NCC (National Cadet Corps)
- Pursuing Computer Knowledge courses: - CCC(Course on computer concepts)
- Tally with gst - miracle