

CURRICULUM VITAE

RAJKUMAR KUMAWAT

Ward No. 15

Ram Nagar

Losal (P.O)

Sikar (Dist)

Rajasthan, India

Phone No: 00971 554170530



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CAREER OBJECTIVE

To pursue a meaningful career where there is an opportunity for me to show my expertise and make valuable contribution to the growth of the organization thus, enhancing myself development.

PROFESSIONAL PROFILE

- 2 Years' experience in Unibeton Ready Mix, Dubai as a Plant Operator.
- 5 Years' experience in Unibeton Ready Mix, Dubai as a Material Coordinator.
- 3 Years' experience in Ambika Institute of Computer Science India, as a clerk.

KEY SKILLS

- Through knowledge of all the aspects of batching operation
- Proficient understanding of computer programs and system related to the job.
- Conscientious and organized for an efficient work environment.
- Great hand eye coordination needed for manual labor.
- Great communication and leadership skills.
- Excellent physical condition capable of performing physical labor in all weather conditions.
- Capable of performing a variety of clerical duties.
- Ability of work in a team toward a common goal.

JOB RESPONSIBILITY

- Operates mixer machine and batch plant.
- Maintain records of production and quality issues as specified.
- Notify supervisor of non-conforming product of problems with machine, materials, etc....
- Communicate production issues with other employees and supervisors.
- Read job specifications to determine machine adjustment and material requirements
- Review product for inconsistencies or abnormal appearance assuring product meets quality requirements.
- Perform routine machine maintenance
- Basic understanding of electronics and programmable controllers.
- Know the basic of hydraulics, electricity and tools.
- Assist other operators to set up machines and any other necessary task to adhere to deadlines and completion of product.
- Understand and apply safe use of operation of the equipment and communicates with other employees about safe ty related matters.
- High school diploma or equivalent or at least one month of related experience of equivalent combination of education experience.
- Knowledge of concrete fundamentals.

EDUCATION QUALIFICATION

- 10th Pass.
- 12th Pass.
- B.A. (University of Rajasthan)

PROFESSIONAL QUALIFICATION

- MS Office
- Accounting (tally ERP 9)
- 'O' Level and CCC (Course on Computer Concepts) passed from DOEACC Society (Govt. of India)
- Software Installation, Upgradation and Troubleshooting passed from Rajeev Gandhi Computer Saksharta Mission.

PERSONAL DETAIL

Father Name	:	Shri Bajranglal Kumawat
Date of Birth	:	10 Nov. 1987
Nationality	:	Indian
Sex	:	Male
Marital Status	:	Married
Religion	:	Hindu
Language Known	:	English, Hindi
Passport Detail	:	Passport no. R2400760
		Date of Issue 24/01/2017
		Date of Expiry 23/01/2027
		Place of Issue Dubai

DECLARATION

I hereby declare that all the above statement are true and correct to the best of my knowledge and belief.

RAJKUMAR KUMAWAT