

Application for Suitable post

The HRD

Subject: - job Application for Suitable Position in your Company as MECH.

Dear Sir/Madam

With the subject cited above, you are humbly requested to allow me to introduce myself in a nutshell I'm pursuing DIPLOMA IN MACHNICAL from MADHAV UNIVERSITY, ABUROAD with aggregate 73.50%.

Sir, I am really not concerned about the salary, as it is a well known fact that your company pays Comparative Salaries. I simply determine if I am the right Person for working in your company. I look forward to hear from you soon.

Reality Needs A TEST!

What my resume cannot illustrate is what sets me apart from other candidates. If I am called, you will meet a person for whom you were seeking about. I am sure; you will be entirely satisfied. I look forward to hear from you soon.

Sincerely Yours,

MOHAMMAD KAIF

## CURRICULAM- VITAE

### MOHAMMAD KAIF

At & Post – Bagore

Tahsil – Mandal, District – Bhilwara

Pin code – 311001

Rajasthan

Contact No. +91- 8094213712

E- Mail – navinsheikh037@gmail.com

### CAREER PLAN

To use my strengths and potential effectively in my field and achieve success through commitment, hard work and dedication, willing to work as a key player in challenging and creative environment.

### PROFESSIONAL QUALIFICATION

I am DIPLOMA IN MACHNICAL from MADHAV UNIVERSITY, ABUROAD with aggregate 82.50%.

Course	Year of	Institute/ School	Aggregate %
Diploma	2015 - 18	Madhav University	73.50 %
SEC.	2015	Govt. Sr. Sec. School	67.50 %

### SOFT – SKILLS

- Good Co – ordination / Communication Skill.
- Flexible team member to adapt challenging requirements.
- Self – motivated, well organized and Responsible.
- Hard working
- Positive Attitude, Good logical & Analytical Skills.

## PROJECT

- Major Project in 6th Semester
- Air Compressor vehicle
- Duration; - 7 days

## INDUSTRIAL TRAINING AND WORK EXPERIENCE

- Successfully completed vocational training with “JK LAKSMI CEMENT” from May 2017 to July 2017.
- Successfully completed vocational training with “JINDAL SAW LTD.” from September 2017 to November 2017.
- 1<sup>ST</sup> may 2018 to 1<sup>st</sup> may 2019 to I have work at “RENUKA INDUSTRIES” (crusher palnt) at their Develop and use new materials and technologies.
- 1<sup>st</sup> august 2019 to till date working at “ASHTECH (I) PVT. LTD.” As mechanical engineering.

## STERNGTH

- My strength: Having focused approach, determine work in a right way & complete it in given time.
- Ability to work as a team.
- Problem solving skills.

## PERSONAL INFORMATION

Date of Birth:	16 December 1998
Father Name:	Mr. Mubarik Hussain Sheikh
Nationality:	Indian
Gender:	Male
Marital Status:	Single
Language Known:	English & Hindi
Hobbies:	Net Surfing, Listening Song & Travelling
Address:	At. Post - Bagore, Th. - Mandal, Dist. - Bhilwara, Pin Code 311001

## DECLARATION

I am keen to continue my career and prepared to work hard in order to achieve my organization objectives and I hereby declare that the information furnished above is true to the best of my knowledge.

Date: -.

Mohammad Kaif

Place:-