

Pankaj Gurudeo Gahane

REVENU COLONY, HANUMAN NAGAR, MUL ROAD, GADCHIROLI – 442605

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PROFESSIONAL EXPERIENCE

Office Administrator | TribeTech Community Entrepreneurship Foundation | April 2023 – Present

Data Entry Operator | District General Hospital, Gadchiroli | June 2020 – Dec 2021

Data Entry Operator | PROMARC Software Pvt. Ltd., Gondwana University | April 2013 – May 2020

Worked in the Exam Department for 7 years coordinating pre and post-examination work.

EDUCATIONAL QUALIFICATIONS

Exam	Year	Result
M.Com	2018	5.44 CGPA
B.Com	2015	43.50 %
H.S.C.	2008	48.00 %
S.S.C.	2006	54.40 %

TECHNICAL CERTIFICATIONS

Certification	Year	Score
Tally	2016	82%
MS-CIT	2007	66%
Typing Eng (40 wpm)	2009	65%
Typing Eng (30 wpm)	2008	87%
Typing Mar (30 wpm)	2008	64%

PERSONAL DETAILS

DOB: 27/07/1990 | **Status:** Married | **Languages:** Marathi, Hindi, English

Nationality: Indian | **Religion:** Hindu | **Caste:** OBC