

RESUME



Mahendra Sharavanbhai Chaurya

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Personal Details

Name:- MahendraBhai Shravanbhai Chaurya

Address: At- Vaydun, Post- Morazira, Ta- Ahwa, Dist - Dang, Gujarat, 394710

Mobile No: +91 9428205378

Date of Birth: 05 March 1998

Nationality: Indian

Gender: Male

Marital Status: Unmarried

Religion: Hindu

Caste: Hindu Kukna

Category: Scheduled Tribe (ST)

Languages: Gujarati (Native), Hindi, Marathi, English

Computer Skills: Basic knowledge of computer operations

CAREER OBJECTIVE

To be part of an organization where process of learning never ends and every day is challenge, learn, perform and deliver. A place where you have to provide concept for implementation of task. A place where initiative hard work and learning through constructive criticism is always promoted.

Skills Summary

- Ability to work independently and as part of a team
- Excellent organizational and time management skills
- Proficient in Microsoft Office Suite
- Basic knowledge of computer operations

EDUCATION QULIFICATION

2021 Master of Social Work Veer Narmad South Gujarat University Surat

2019 Bachelor of Social Work Veer Narmad South Gujarat University Surat

2016 Higher secondary in Arts Stream Gov. Higher Secondary School Kanagawa

2018 Computer Hardware And CCC (ITI)

TECHINICAL SKILL

- ☑ Well versed in computer with good keyboard skill and knowledge.
- ☑ Good at individual productivity tools like MS offices.
- ☑ Project work and seminar representation.
- ☑ Internet work excess.
- ☑ Good command over computer work
- ☑ CCC Govt of NCT of Delhi

WORK EXPERIENCE

1. In 2018 at Shree Saraswati BSW/MSW College of social work moriyana as a **surveyor**.
2. One Month internship with Taluka Pachayt Ahwa ,
3. Nine Month INS **Hospital (Institute of Neurosciences Surat)** as **Billing executive**
4. I am currently Working with AKRSP (I) NGO in Dang District. One Years in Community Resource person. And Three Years Date Operator at AKRSP (I) Subir

References

Ratilalbhai Patel Development orgenier Agriculture Specialist (Social) Email.:- Ratilal.patel@akdn.org Mo:9428381210	Sanjaybhai Kunvar Development orgenier (Social) Email: - sanjay.kunvar@akdn.org Mo:-9737349714
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PERSONAL QUALITIES

- Have excellent verbal and written communication skills.
- Proficient in MS word, Excel.
- Knowledge in human resources polices procedure and acts.
- Excellent leadership skills with ability to lead teams.

DECLARATION

I hereby declare that above information are true and correct to the best of my knowledge

Date: 27/09/2025

Place: vaydun (Ahwa)