



Contact Information:

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Curriculum Vitae

Personal Information

Name : **Satyendra Singh Chauhan**
Father's Name : **Shri Laxman Singh Chauhan**
Date of Birth : **24 July 1974**
Nationality and Category : **Indian and General**
Sex and Marital Status : **Male and Married**
Address : **H. No. 1-TA-31, Teachers Colony, Keshavpura
Near Shishu Bharti School, Kota (Raj.) 324007**

Qualifications

Course	Year	Degree
Professional	2006	MBA (Master in Business Administration)
	2001	PGDLLP&IR (Post Graduate Diploma in Labor Law, Industrial Relations and Personal Management)
Technical	1998	PGDCA (Post Graduate Diploma in Computer Application)
	1996	Six Months Computer Course from Sharmik Vidhyapeeth, Kota
Educational	1997	M. Com from MDS Univeristy, Ajmer
	1995	B. Com from MDS University, Ajmer

Working Experiences:

Institutions	Name	Post	Duration
Educational Institute	Modi Institute of Technology, Kota	Accountant	From 01.10.2003 to till date
	Modi Institute of Technology, Kota	A. Accountant	From 01.10.2001 to 30.09.2003
Industrial	Modi Welding Electrodes Private Limited, Kota	Assistant	From 01.04.1995 to 30.09.2001
Health Care	Fortis Modi Hospital, Kota	Manager (HR) (Part time)	From 19.05.2008 to 31.05.2009

Achievements:

Completion of Project towards ISO 9002 Certification of M/s Modi Welding Electrodes Private Limited, Kota towards IRQS Team.
Completion of project work, Approval and Affiliation work under Mr. B.L. Jain towards Establishment of Modi Institute of Technology, Kota.

Areas of Specialization:

Administration, Human Resource (Recruitment and Selection, Staff Rules, Staffing etc.) Accounts (Salary, Finalization of Accounts, TDS, and Banking etc.) Admissions, Examination, Enrolment, Stores, Scholarships, Seminars etc.
