

## MANISHA TRUSHAL PANCHAL

B-30, AMARNATH TENAMENT,  
OPP. ANJALI SCHOOL,  
NEAR SURELIYA ESTATE,  
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AHMEDABAD  
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[Purchase Department]

### CAREER OBJECTIVE

To utilize my education & experience, with a self-motivated and positive approach within an organization that will help my professional and personal skills.

Willing to give best efforts to the realization of goals at specified targets

### PERSONAL DETAILS

**Name** : **Manisha Trushal Panchal**

**Date of Birth** : 08 - 08 -1994

**Qualities** : Hard working and good communication.

**Hobbies** : Meet to people, Music & Travelling,

**Marital Status** : Married

**Languages Known** : English, Hindi, and Gujarati

### EDUCATIONAL DETAILS

#### EDUCATION

EXAMINATION	BOARD/ UNIVERSITY	YEAR	PERCENTAGE
S.S.C	G.S.E.B	2009	58%
H.S.C	G.H.S.E.B	2011	72%
B.COM	Gujarat University	2014	68%

## **WORK EXPERIENCE**

- I've Work for 8 Months as a Receptionist (Customer Support) Infoline. In Pvt Ltd. Ahmedabad.
- I've Work for 1.5 years as a Purchase Executive in VASAN EYE CARE HOSPITAL Ahmedabad.
- Current Working in HCG MULTISPECIALITY HOSPITALS from Last 2.5 Years as a Purchase Executive Ahmedabad.

## **COMPUTER ANALYSIS**

- M.S Office, CCC (BAOU), Tally 9.0 and Net Surfing.
- Knowledge of SAP (Purchase Order, MIS, Reports, GRN,).

## **AREA OF INTEREST**

### **PURCHASE DEPARTMENT.**

If I am given an opportunity to serve in your esteemed organization, I will fulfil all the duties entrusted to me under the entire satisfaction of my superiors. Thank you for your consideration.

Yours faithfully,

**MANISHA PANCHAL**