CURRICULUM VITAE

ASHISH JANGID

B.Tech. (Mechanical Engg.)
A-58, Kanaram Nagar,
Sikar Road, Jaipur (Raj.), India **Mobile:** +919351265105
Email: ajangid93@gmail.com

CAREER OBJECTIVE:

- To establish a competitive advantage for myself, align my carrier goals with organizations goal which help in the growth and betterment of the organization. Also work in a progressive and stimulating work culture with the freedom of creativity, innovative and to excel in my area of work.

PROFESSIONAL EXPERIENCE DETAILS:

1. Working as **IT Executive** in IIHMR University Jaipur from Nov 2021 to till date.

Responsibilities Handling: -

- Providing technical assistance and training to staff members to use ERP (Academia and CollPoll)
- Managing various modules of ERP (Academic, Examination, Placement) etc.
- Conducting online exam on Exam online platform (Diversified, Wheebox)
- Managing Data Centre, Help desk, ERP
- Faculty and student record management using ERP Software
- Installing, configuring, and maintaining servers for ESSL biometric systems, Student and Staff Bio-metric registration on ESSL device and troubleshooting
- Support in Online Meetings, Webinars, Master Class, and Know Your Alumni Episodes
- Creation of new module of program through ERP
- Creation of various module activities like Batch, Course, Program section, Course section, Timetable, Feedback etc.
- Faculty mapping and student enrollment for the courses on ERP
- Attendance management on ERP through MS Teams

2. Worked as **Process Associate** in Manipal University Jaipur from April 2019 to November 2021.

Responsibilities Handling: -

- Faculty and student record management using ERP Software
- Student Registration through ERP and Manual
- User account creation for newly joined faculty members
- Creation of new courses through data base template
- Faculty mapping for the courses on ERP
- Event creation in software for various activities like course registration/re-registration, Make-up Examination, detainee submission, student feedback, Attendance Management etc.
- Providing Temporary and Permanent ID cards to newly joined students
- Online Exam Proctoring (MeritTrac)
- Result processing on ERP
- Manage ERP helpdesk for students and faculties
- Data validation
- Maintaining academic record of students.
- File Management.

3. Worked at **AUTO ENGINEERS, JAIPUR** as a **Production Engineer** from Jun 2015 to Sep 2018.

Responsibilities Handled: -

- Lead a team of 10 for assembling, testing and shipping of agriculture products
- Helped to implement manufacturing processes of various items (Agriculture Cultivator, Seed Drill, Field Leveler, Disk Plough, Post Hole Digger, Thresher Etc.)
- Maintaining requisite documents to ensure complete in-process quality & improvement in process capabilities.
- Coordination and Strategies planning with the Team and the Management
- Ensuring the safety measures are being followed
- Ensuring completion of the job before deadline

EDUCATIONAL QUALIFICATIONS:

1. **B.Tech. Mechanical Engg.** with 66.98% from Jaipur Engineering College, Kukas, Jaipur, (Raj.) (2011-2015).

2. **12th Class (Mathematics, Physics, Chemistry)** with75.85% from R.B.S.E. during the Year 2010.

3. **10th Class** with 78.17% through R.B.S.E. during the Year 2008.

TECHNICALQUALIFICATIONS:

- **Operating Systems :** Windows XP/7/8/10.
- **Languages :** C, C++
- **Software :** AUTOCAD, CREO PARAMETRIC

EXTRA-CURRICULAR ACTIVITIES

- Recipient of Gold Medal - **VIII state inter – school/open martial art championship2004-2005**.

ADDITIONAL ACTIVITIES

- Had cleared the common written Examination for the recruitment of Clerical cadre in Public Sector Banks in the year 2013

TRAININGUNDERGONE:

- **Internship Training-** Completed internship training of 1 month **at TATAMARCOPOLO MOTORS LTD., Dharwad, Karnataka.**

- **Basic Training-** Completed 6 weeks training on **AUTO CAD** and **CREO PARAMETRIC** by **CADD Center, Jaipur.**

PROJECT PROFILE:

- Have undergone a Major project on ***"Solar Woodcutter"*** based on principle of Solar energy (final year of B.Tech. programme)

PERSONAL DETAILS:

- Name : Ashish Jangid
- Date of Birth : 5/05/1993
- Gender : Male
- Marital Status : Married
- Father's Name : Mr. Kishan Lal Jangid
- Personal traits : Quick learner, entrepreneurial Qualities, Positive attitude in adverse Conditions, Analytical, good communication
- Hobbies : Listening, Singing music, Travelling and Technical Development.
- Permanent Address : A-58 Kanaram Nagar Sikar Road Jaipur, dist-jaipur (Raj), India.

DECLARATION:

I hereby declare that the above mentioned details are true to best of my knowledge.

Place: Jaipur (**Ashish Jangid)**