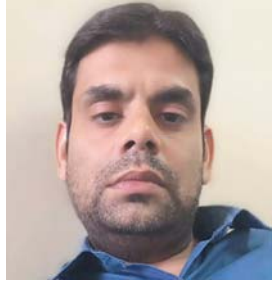




CURRICULUM VITAE (Non- Teaching Staff)

Name:	Upesh Dixit	
Designation:	Office Assistant	
Department:	Tilak School of Journalism and Mass Communication. Chaudhary Charan Singh University, Meerut	
Email IDs (Official & Personal):	upesh.dixit06@gmail.com	
Mobile No.:	+919557600547	
Address:	260/2 Indira Nagar-IIIrd, Meerut City.	

2. ACADEMIC QUALIFICATION:

Degree	University/ Board
10 th	U.P Board Allahabad
12 th	U.P Board Allahabad
Graduation	Chaudhary Charan Singh University, Meerut
Post Graduation	-----

3. ANY OTHER QUALIFICATION:

- a. NSE Certification in "Financial Market" with "A+ Level.
- b. Certificate Course in Basic Computer from "Vice Institute" with "A+ Level.
- c. Certificate Course in Accounts (manual and Tally) from "Vice Institute" with A+ Level.
- d. Certificate in "Course on Computer Concepts" (CCC) from "NIELIT".
- e. One Year Diploma Course in "Civil Cadd" with Auto Cadd, Revit Architecture, 3d Max and Project Management from Cadd Acadmy.

4. PROFESSIONAL EXPERIENCE:

Organization/Institute/University	Position Held	Duration
India Infoline Ltd.	Administrative Officer	15.12.2008 to 10.03-2015
Meerut Municipal Corporation, Meerut (Contractual)	Assistant Accountant	05.04.2015 to 28.02-2018
Tilak School of Journalism and Mass Communication Chaudhary Charan Singh University. Meerut (On Contractual)	Office Assistant	05.03-2018 to Present

16. ANY OTHER SIGNIFICANT INFORMATION:

Date: 21.01.2022



Signature: