



SANDEEP GIRISH KESHWALA

S/O. GIRISHBHAI Opp. Maharana Mills Opp TC Substation Millpara Main Road 6
Millpara zundala Area Porbandar-360575 Gujarat India
8511994948 | sandeep.keshwala89@gmail.com

Experience

- **HDFC Bank Ltd Porbabdar Branch** February 2008 - April 2008
Sales Executive
Role :I LOOKING AFTER CUSTOMER DEPARTMENT AND SALES BANKING PRODUCTS AS LIKE
CURRENT ACCOUNT, SAVINGS ACCOUNT AND OTHER PRODUCTS.
- **AHMEDABAD AERONAUTICAL INSTITUTE OF ENGINEERING PORBANDAR AREA** May 2008 - April 2009
Legal Representative
Role :I LOOKING AFTER STUDENT ADMISSION DEPARTMENT I CO-OPERATION WITH
STUDENTS FOR NEW ADMISSION PROCCES.
- **UPMAN PLACEMENTS SERVICES PORBABDAR AREA** June 2009 - February 2010
Business Mentor
Role :I LOOKING AFTER JOB AND PLACEMENTS DEPARTMENTS AND RECRUITMENT
PROCESS
NEW FRESHERS AND EXPERIENCE CANDIDATES.
- **METLIFE INDIA INSURANCE COMPANY LTD JAMNAGAR BRANCH** March 2010 - June 2010
Ast. Sales Manager
Ast. Sales Manager
Role :I LOOKING FOR SALES AND TIDE DEPARTMENTS AND I RECRUITE SALES ADVISOR
FOR
COMPANY AND SALES PRODUCTS BY ADVISOR AND DIRECT DEAL
- **Luton & Dunstable Hospital University Luton United Kingdom** April 2012 - March 2015
Member of Trustee
I Looking after Old age people Cares And Help for hospitality work and help Board
trustees. I worked
as voluntary services.
- **NATIONAL HEALTH SERVICES UK** 16/04/2012 - 10/01/2018
Member Of NHS Direct
I did work as volunteer. I helped to older people and i shared my views with NHS Group. I make an
invaluabe contribution as extra eyes and ears. I helps us provide the best possible services to
patients and the public.
- **Jadeshwar Institute Information Technology Pvt. LTD.** April 2018 - June 2019
Computer Faculty
I teach students to write computee programmes, algorithms and even
programmimg languages; computer systems design is also covered. And I
also do online application for Public Services.
- **Navel Officer Institute Porbandar** September 2020 - February 2021
Manager

As a Manager my responibilities are Delivers revenues and profits by developing, marketing,
financing, and providing appealing restaurant service; managing staff.

- **Naval Air Enclave Porbandar**

April 2021 - FEBRUARY 2022

Data Entry Operator

As a Data Entry Operator responsibilities are copy typist, input data into database systems and periodically creates reports based on the information. Their main duties include updating the company database, digitising physical records and preparing periodic reports.

Education

- **Saurashtra University** 2007
Bachelor Of Commerce
Second Class
- **Navyug Vidhyalaya** 2004
12Th Commerce
Three
- **O.N.Modha School** 2002
10Th English
Second Class
- **Jadeshwar Infotech Porbandar** 2007
Computer Basic Ms Office
A

Skills

- ● Sales ● Team Building ● Problem Solving ● Decision Making

Reference

- **Mrs. Ekta Shah - "Gnext Organisation Porbandar"**
Manager and IELTS Coaching Trainer
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