**VIJAY KULKARNI**

**Phone: 9322200571🖂** gentleman2377vijay@gmail.com

**Total having more than 19 Years of experience as** “FACTORY ASSISTANT, SUPERVISIOUR, RESOURCE EXECUTIVE, ESTATE MANAGER, IT RECRUITER, PROPERTY MANAGER, OFFICE ADMINISTRATOR (FRONT OFFICE EXECUTIVE, HR & ADMIN), SITE ADMINISTRATOR, EXECUTIVE OFFICER, ASSISTANT MANAGER CRM

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**CERTIFICATE COURSES**:

# Graduation (BCOM) Exam Cleared with YCMOU in May 2018

# All India Council for Professional Training & Research Pvt Ltd: PC Operation (CPO) in 2010

# LOGISTICS & TRANSPORTATION MGMT – SYMBIOSIS (Centre for Distance Learning) in 2016

# 

**Sairung Developers & Promoters Pvt Ltd Dec 2020 to till date**

**Manager CRM**

**Sairung Developers & Promoters Pvt Ltd Oct 2017 to Jan 2020**

**Assistant Manager CRM**

**Abhi Impact logistics Solutions Pvt Ltd Sep 2014** **to Sep 2017 Executive Officer**

**Working for Client as a: Sales Coordinator “Flowserve India Controls Pvt. Ltd.** **Flowserve - Gestra, India.**  **Sep 2014 to Oct 2015**

**Roadway Solution (India) Pvt Ltd (RSIPL)**

**Office Administrator June 2013 to May 2014**

**Supreme Shelters/ Pallacio**

**Estate Manager Aug 11 – May 13**

**Sep 10 – Aug 11**

**Nesbrox Consulting**

**IT Recruiter Consultant**

**Client Relationship Management:**

**We have Clients like:**

HCL Technology, HCL HXON ,Bristlecone ,Wipro, Birlasoft, Intelligroup, Fujitsu, yash Technolgy,

KPIT ,Sapient , Northgatearinso etc.

**To maintain a position in a import-export company & management** skills

**Shirdi Country Inns Pvt Ltd** (A Sister Company of Soraj holding) **Nov 09 – Aug 10**

Import Export Executive **for (Export Promotion Capital Goods (EPCG) Redemption)**

**Account & Administration**

**PROFESSIONAL EXPERIENCE**

**REGENCY SORAJ INFRASTRUCTURE** (A Sister Company of Soraj holding)

* Multilingual proficiency in **English, Hindi, Marathi, Kannada** and **Telugu**

Estate Officer - Manager **Aug.2006- Nov 2009**

**SYNERGY THE CONSULTING PEOPLE.**

**DEC 2005 - Aug 2006**

Supervisor

**ENVITECH CHEMICAL SPECIALTIES PVT LTD**

**AUG 2003 – NOV 2005**

### Designations Held

Factory/ Production Assistant **Jun 2004 - Nov 2005**

Office Assistant **Aug 2003 - May 2004**

**EDUCATIONAL CREDENTIALS**

Graduate (B Com) 2018

## INSTITUTE: Y C M O U

**References**: Available on Request