

CURRICUME VITAE

Rajender Kumar Meena

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OBJECTIVE

Looking for excellent growth and prospect to the betterment of the organization wants as opportunity to get better prosperous future. I have better stamina to fight with difficulty. To obtain a meaningful and challenging position that enables me to learn the working field.

QUALIFICATION

1. 10TH class passed from RBSE Board, 2004
2. 12th class passed from RBSE Board, 2006
3. B.A. Passed from Mohanlal Sukhadiya University, 2009

WORK EXPERIENCE

NATIONAL HIGHWAYS INFRA PROJECTS PRIVATE LIMITED

(Shift Incharge) (10/09/2022 to till date)

BEAWAR PALI PINDWARA Tollways Limited

(Toll collector, Toll Admin Cleark , Toll Auditor) (01/05/2015 to 31-08-2022)

Shift Incharge Responsibilities

- ☐ Ensure Toll Collection as per Gazette notification
- ☐ Verify & Validate discrepancy, exemption, violation transactions
- ☐ Handling of Intercom and Interaction with TC's during transaction.
- ☐ ensure discipline and there is no Toll leakage
- ☐ Advise Toll collector and lane Assistant on exemption as per gazette
- ☐ AS a Shift In-Charge for smooth Toll operation.
- ☐ Reconciliation of Toll collection & reportingt
- ☐ Chargeback Handling
- ☐ Responsible for traffic Management
- ☐ Responsible to Assist TC's as and when required.
- ☐ Responsible to safe keeping of Lane and booth assets.
- ☐ Ensure discipline.
- ☐ Advise Toll collector on exemption as per gazette

PERSONAL PROFILE

Father Name : Mr.Jagdish Kumar

Date of Birth : 14-04-1988

Language: Hindi, English,marwadi

Marital Status : Married

Nationality : Indian

Sex : Male

PERSONALITY TRAITS

- ✓ Positive attitude
- ✓ Easily adaptable to new environment.
- ✓ Flexible

I hereby declare and confirm that all the above information givenby me is true a correct to the best of my knowledge and belief

DATE: (Rajender Meena)