

RESUME

Ritesh Kumar Upadhyay

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CAREER OBJECTIVE

To gain the position of an office administrator in a reputed organization where my skills can contribute extensively in handling various administrative tasks.

WORK EXPERIENCE

At present Faculty in Chankya IAS Academy, Satyarth Academy and various CS Institutes

- Teaching “Public Administration and History as a subject and “Polity and History, IR and Current Affairs for General Studies” for civil services” since 2011
- Teaching “Polity and History” for **Chankya IAS Academy in Jaipur Branch.**
- Teaching “IR and Current Affairs” for **Chankya IAS Academy in Chandigarh Branch.**
- Teaching “History and GS” for **Lakshya Academy.**
- Teaching “History Optional” for **Chanakya IAS Academy, Satyarth IAS Academy, Discovery IAS Academy** and various coaching institute at Mukherjee Nagar New Delhi. Since 2011

PERSONAL KEY SKILL

- Sound knowledge of public administration and Indian History.
- Outstanding Knowledge in General Studies.
- Possess outstanding analytical, problem solving and communication skills.

- Good team player, flexible attitude with good interpersonal skills.
- Attention to detail and ability to complete work in a clear and precise manner.

AFTER ACADMICS

From 2001 till now I've been preparing for civil services. In this duration I've been qualified four times for IAS mains including 2 times qualified for Interview and five times for PCS mains with subjects "History"and"Public Administration" and "General Studies (General knowledge)".

ACADEMIA

- **Post Graduation (2003-04)** from Kanpur University, U.P.
- **Graduation (1997-2000)** from Gorakhpur University, U.P. .
- **Intermediate** Passed from UP Board in 1997.
- **High School** Passed from UP Board in 1995.

PERSONAL DETAIL

Father's Name: Mr. Pramod Kumar Upadhyay

Mother's Name:Smt. Girija Upadhyay

Date of Birth: 20-06-1981

Sex: Male

Nationality: Indian

Language Known: Hindi, English

PLACE:

DATE:

(RITESH KUMAR UPADHYAY)