**RESUME**

**Ms. Prajakta Gajanan Narvekar**

**27, E, Acharya building,**

**1st floor, Room No. 4,**

**Khotachi wadi, Girgaon,**

**Mumbai, Pin- 400004**

**Email ID** – prajkta.narvekar@gmail.com

**Date of Birth** – 29th April 1987

**Contact No. –** 8779639959 / 9867279893

**OBJECTIVE**

* Wish to work in Diamond and Gems industry where my knowledge and my quality of good planning can be best utilized thus contributing to the organization’s growth and success.

**EDUCATIONAL QUALIFICATION**

* T.Y.BMS from Bhavans College of Commerce, Arts and Science in 2008.

**ADDITIONAL QUALIFICATION**

* Diploma in GEMOLOGY from Gemmological Institute of India in August 2010.
* Short term course in POLISHED DIAMOND from Gemmological Institute of India in September 2010.
* COMPUTER AIDED JEWELLERY DESIGN AND MANUFACTURING- RHINOCEROS from Indian Institute of Gems and Jewellery IN MAY 2015.

**WORK EXPERIENCE**

* Working with Gemological Science International Pvt. Ltd. as a GEMOLOGIST, 2016 – present.
* GSI – HONGKONG, 1 year, 2017-2018.
* Worked with Indian Gemological Laboratory Pvt. Ltd. as a GEMOLOGIST, 2011-2015.
* Worked with Independent Gemological Laboratory Pvt. Ltd. as a GEMOLOGIST, 2010-2011.

**HIGHLIGHTS OF QUALIFICATION**

* Testing diamonds for HPHT and CVD with the help of basic and advanced instruments.
* Testing all diamonds and gemstones by visiting client’s office.
* Determine and grade diamonds on the basis of cut, color, clarity, polish and symmetry as per international standards.
* Testing gemstones with the help of basic and advanced instruments.
* Used, calibrated and maintained all assigned laboratory instruments carefully.
* In Hongkong, maintained and performed screening and testing of diamonds for HPHT and CVD with the help of basic and advanced instruments.
* Operated computer and used Microsoft office programs such as Word and Excel.

Date:

Place: Mumbai

 Prajakta Gajanan Narvekar