**CURRICULUM VITAE**



**Contact no. 8447268388**

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**Address- A-1/309 Sector-17 Rohini Delhi**

**Pin code-110089**

# STRENGTH AND SKILL CAREER OBJECTIVE

Quick Learner Self motivated Adjusting nature Co-operative Self-disciplined Hardworking Self Confident

Thrive on challenges Open Minded

Clear vision

Commited professional

To pursue a challenging and growth oriented career in an esteemed organization while enjoying a positive work and environment, which would provide me with an opportunity to enhance my knowledge and skills for individual as well as organization development.

# PROFESSIONAL KNOWLEDGE&SKILLS

Advance knowledge of Microsoft office(Ms-word,Ms-excel,Ms- power point)

Basic knowledge of

* (IT) information technology
* C language
* Data Entry

# PERSONAL

**KNOWLEDGE**

Father's name- Mr.Ramesh Kumar

DOB-07th August 1995 Gender-Female

Nationality-Indian Current status-Married Language-English,Hindi

Hobbies-Book reading, Teaching and listening music

# EDUCATION

* 10th passed from CBSE Board in 2010.
* 12th passed from CBSE Board in 2012.
* Diploma in Early childhood care and education.
* Graduated in B.A English(hons.) from Delhi University in 2015.
* Post graduate in M.A English(hons) from IGNOU.