



SUNITA DEVI

H.N. 157 , M.C. Colony Sirsa (Haryana -125055)
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OBJECTIVE

To enhance my professional skills, capabilities and knowledge in an organization which recognizes the value of hard work and trusts me with responsibilities and challenges.

EXPERIENCE

- **HDFC LIFE Insurance Company Limited**
12/07/2021 - Upto Now
SDM - Banca (operation)
I handling all the channels Insurance products as well as when a new Insurance product launches then giving training to Hdfc Bank employees in all 14 Branches Sirsa.
- **ICICI Bank Ltd**
13/08/2019 - 05/06/2021
CPA Manager
Log in Home loan file's
Scanning files
CAMS ,CIBIL, APS Entry
Banking, I view etc
Credit Operation working
And file's Dispatch Or Mark's query in Home loan file's.
All over operation working in Home Loan Department.
- **Coaching Centre Chakkan**
01/08/2018 - 10/08/2019
Tutor
I teaches Math , Chemistry, Physics, English and Reasoning also.
- **Idea Care**
10/06/2018 - 01/12/2018
Sales Executive
Customer Handling work's
Or
Sales Postpaid SIM

EDUCATION

- **Bsc - N.M.**
July - 2019
Choudhary Devilal University Sirsa-Haryana
70%
- **Board of School Education, Haryana**
March - 2017
(10+2)th
83%
- **Board of School Education, Haryana**
March - 2015
Matriculation
86%

- **IGNOU**
2021
M.A. - ENG
Pursing

COMPUTER SKILLS

- Kushalta Vikas Kendra (Sirsa Loksabha)
Basic Course in Computer Application
- PMKVY- Skill India
Domestic Data Entry Operator

SKILLS

- Hard Working who would not Compromise any Dishonesty in life or work
- Problem Solving
- Decision Making
- Strong Determination Self confident
- Sense of Responsibility

INTERESTS

- Stage Holding
- Feel Happiness to learn new things Every Day
- Surfing Through Internet

PROJECTS

- **Data Base Development**
Guided team in the Development of Bank
Improved the Consistency, Recoverability And Accessibility of Data.

PERSONAL DETAILS

- Date of Birth : 13/03/1999
- Marital Status : Married
- Nationality : Indian



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