

ANJU KUMARI

Address : C-15 Jailer wala Bagh Ashok Vihar Ph-2 Delhi-110052

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Career Objective

To secure a challenging career where I can effectively contribute my skill in technical industry, possessing component managerial and communication skill.

Work Experience

Fresher

Academic Qualification

Degree	School/College	Board/University	Year of Passing
ADIT	NSTI-Noida	D.G.T	Pursuing
BA Political(Hons.)	I.G.N.O.U	Ignou University	Pursuing
I.T.I	I.T.I Dheerpur	D.G.T	2021
12 th	S.K.V	C.B.S.E	2020
10 TH	S.K.V	C.B.S.E	2018

Computer Proficiency

- Basic Software knowledge.
- MS Office
- Typing Speed:-30-35wpm Personal Strengths

Personal Strengths

- Good Communication Skills.
- Capacity of Working for long hours to achieve the organisational goal.
- Self Motivated and dedicated person with a positive attitude.
- Believe in team works and always ready to help others in team.

Hobbies

- Surfing Internet

- Typing
- Reading Novel

Personal Details

Father's Name : Dilip Kumar
Date of Birth : 14/12/2002
Languages Known : English, Hindi
Nationality : Indian
Gender : Female
Marital Status : Unmarried

Preferences

1. Punctual and reliable with the ability to work independently or as part of a team.
2. Excellent Communication Skills, both oral and written.
3. Time Management.

Declaration

I hereby declare that all the information given above is true and correct to the best of my knowledge.

Date:

Place:

(Anju Kumari)