

JOGENDAR SINGH

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OBJECTIVE

Seeking a challenging position where I can leverage my Bachelor of Arts degree, strong skills in MS Excel and presentations, and recent experience as a Business Development Executive to contribute to organizational growth while further developing my professional expertise.

WORK EXPERIENCE

No formal work experience yet.

- Eager to apply my skills in MS Excel and presentations in a professional environment. Open to learning and growing with the organization.
 - Skilled in creating clear and engaging PowerPoint presentations.
 - Quick learner with a positive attitude and strong willingness to take on new challenges.
 - Able to work independently and collaborate well in team environments.
 - Good communication skills and a disciplined, responsible work ethic.
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EDUCATION

Bachelor of art

University of Lucknow, Uttar Pradesh

Sep 2013 - Oct 2016

ITI ,(Fitter ,NCVT)

Aug 2016 - Jan 2019

Senior secondary

U.P Board

Jul 2012 - May 2013

High school

U.P Board

Jul 2010 - May 2011

ADDITIONAL INFORMATION

- **Technical Skills:** Business development Executive, Ms Excel, MS word, MS powerpoint
- **Languages:** English, Hindi