

# Prabhat Kumar

Back end process

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## Summary

Detail-oriented and motivated BCA student seeking an entry-level position in Backend Processes or Data Entry. Possesses strong analytical skills, proficiency in data handling, and a keen interest in database management.

## Experience

**Data Entry - freelancing**april 2022 — june 2024

remote

- Performed accurate data entry and management tasks, ensuring timely and error-free input of information.
- Conducted regular audits of data entries to maintain integrity and resolve discrepancies.

## Projects

**Student Database Management System**  
Designed a basic SQL database to store student records.  
Performed data entry, retrieval, and report generation.

## Education

**12th - st . Andrew's school**2021 — 2022

India , delhi

Score: 68

**bca - Chaudhary Charan Singh University**2022 — Present

Uttar Pradesh, sahibabad

## Languages

**English**

Basic communication skills

**Hindi**

A1

## Certifications

**Data entry operator - SkillsTrainer**Jan 2021 — September 2021

Data entry operator

**Skills** 

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**Backend/Database**

Proficient  
Basic SQL  
Data Entry  
MS Excel  
Tools: MS Office, Word, Excel, PowerPoint, Google Sheets  
Typing Speed: 40+

**Interests** 

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Traveling

spots

songs

research

communicating

chill out with friends