

# **RESUME**

## **BISWAJIT SINGH**

S/o- Ajaya Kumar Singh

At-NalcoNagar,Po-NalcoNagar , Po-NalcoNagar

Dist-Angul, Pin-759145, Odisha

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## **OBJECTIVE :**

Intend to build my career at an esteemed organization which would tell my knowledge, help to achieve my goals and to move ahead in this competitive world while being resourceful, innovative and flexible.

## **EDUCATIONAL QUALIFICATION :**

- Passed +2 Science from SVM,NalcoNagar in the year 2023
- Passed H.S.C from SVM, NalcoNagar in the year 2021
- P.G.D.CA From Prateek Institute, NalcoNagar

## **COMPUTER SKILLS :**

- Well versed with MS Word, Excel, Power Point, Outlook and Windows 2007 , ,

## **PERSONAL TRAITS:**

- Self motivated with a positive attitude.
- The ability to work in a team.
- Adaptable to the changes in my surroundings.
- I take initiative to improving the things and convince others to join me.
- Interested in exploiting my theoretical knowledge as practical.

**EXPERIENCE** :

- Lab Assistance in Sai Trishna Computer Care,

**PERSONAL DETAILS** :

Name	:	Biswajit Singh
Father's Name	:	Ajaya Kumar Singh
Date of Birth	:	19.10.2006
Marital Status	:	Unmarried
Languages Known	:	Oriya, Hindi & English,
Nationality	:	Indian
Religion	:	Hindu
Gender	:	Male

**DECLARATION:**

I consider myself fit and efficient for all type of situations and conditions. I am also confident of my ability to work in a team as I have proved it in my school, college and work field.

I hereby declare that the information furnished above is true to the best of my knowledge.

Place: NalcoNagar

Date:

**Biswajit Singh**