

RESUME

ANAMIKA

Phone No. : 7814479429

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OBJECTIVES

Seeking a Successful Career in a Dynamic and Reputed Organization that allows me to utilize my knowledge and skills effectively achieving both Organizational and Personal Goals.

EDUCATIONAL QUALIFICATION

SR. NO.	QUALIFICATION	INSTITUTE	YEAR OF PASSING	PERCENTAGE
1.	10th	Guru Nanak Adarsh School, Kultham	2019	85%
2.	12th	Kamla Nehru College for Women	2021	74%
3.	B.COM	Ramgarhia Institute of Engineering & Technology	2024	7.08 SGPA
4.	TALLY & BUSY	Aroma Institute	2024	90.3%

STRENGTHS

- Dedicated towards work
- High sense of Responsibility
- Willing Learner
- Can handle work under Pressure
- Tally and Busy Software
- Microsoft office
- Expert in English Typing

PERSONAL INFORMATION

Gender : Female
Marital Status : Unmarried
Language : English, Hindi & Punjabi
Father Name : Rakesh Kumar
Date of Birth : 08.02.2004
Address : V.P.O. Kultham, Banga, Nawashahar
144501

WORK EXPERIENCE

- Fresher

DECLARATION

I hereby declare that the information provided above is true to the best of my Knowledge and belief.

Thank you.