

# MOHAMMAD FAIZAN

Data Entry Operator & Accountant

## About Me

I am 18 years old Collage Going Student and also a Data Entry Operator. I would like to solve the problems and learning new things. I am a Responsible, Hard worker and Good Learner.



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At Deenpur, Najafgarh, Plot No. - 2, Delhi - 110043

## LANGUAGE

- English
- Bhojpuri
- Hindi
- Urdu

#### **EXPERTISE**

- Management Skills
- Creativity
- Good Learner
- Problem Solving
- Leadership
- Time Management

## **EXPERIENCE**

Computer Trainer
Discovery Coaching Centre- Siwan Bihar
2021 - 2022

I have no too much Experience but I have taught as Computer Trainer at Discovery Coaching Centre in the session of 2021 - 2022

## **HOBBIES**

- Playing Football
- Traveling
- Listening Music

#### **EDUCATION**

#### Matriculation

I have Completed my Matriculation Exam from G.S.V.M. High School , Bihar

#### **Computer Course**

I am doing Computer Course from Mcs Development Institute, Siwan - Bihar

## **SKILLS SUMMARY**

Accounting

78 %

Data Entry Operator

81 %