

KUNAL

CONTACT

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CAREER OBJECTIVE

Work with full potential and enthusiasm under any kind of circumstances. Ensure quality work on or before time. Want to work with the firm providing better working environment & platform to enhance my Knowledge along with skills to achieve professional growth and excellence.

EDUCATION

- Graduated in BCA from IGNOU in 2024
- 12th Passed from CBSE Board Delhi in 2020
- 10th Passed from CBSE Board Delhi in 2018

HARD SKILLS

- MS-Word
- MS-Excel
- MS-PowerPoint
- Computer Operating

SOFT SKILLS

- Adaptability to dynamic environment.
- Time Management
- Effective Communication
- Enthusiastic to learn and strong capabilities to work under pressure.

WORK EXPERIENCE

- 1 year experience in SWADESH ENTERPRISES as a Data Entry Operator and Document Verification work.

LANGUAGES

- English: Intermediate
- Hindi: Fluent

CERTIFICATES

- Information Technology(IT)
Skill India Program Conducted By CBSE
- Basic Computer