

RESUME

SHEETAL

PERMANENT ADDRESS

- Address: 283 Jatav Gate Meerut (U.P) Pincode-250002
- Distt: Meerut(U.P)
- Contact No: +917505946461
- Email Id: gautamsheetal339@gmail.com

Experience

- One year working experience in accountant
- One year experience call center in cogent company
- Six month experience in telecalling
- Tow year experience in Hero Showroom

OBJECTIVE

To work at a responsible position in such an organization that will enable me utilize my experience towards the growth and development of the organization.

PROFILE:

I am confident, self-disciplined, honest, and have a quality of learning new this with a positive attitude.

EDUCATIONAL QUALIFICATION:

- Passed out 10th form U.P. Board, Allahabad (2010)
- Passed out 12th form U.P. Board, Allahabad (2012)
- Complete B.Com. from C.C.S. University, Meerut (2017)

COMPUTER PROFICIENCY:

- Good working knowledge of MS-Office well versed with internet.
- Diploma in Basic Computer.
- Windows9x/2000/Xp/7

PERSONAL PROFILE

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|------------------|---------------------------------|
| • Father's Name | : Sh. Mahesh Kumar |
| • Mother's Name | : Smt. Savitri |
| • D.O.B | : 10/12/1991 |
| • Sex | : Female |
| • Nationality | : Indian |
| • Language know | : Hindi English |
| • Strenght | : Hard working, Self discipline |
| • Hobbies | : Reading Book, Newspaper |
| • Marital Status | : Unmarried |

DECLARATION

I here by declare that all the above furnished information is correct to the best of my knowledge and as per requirement I will be provide supporting document for your record

Date.....

(SHEETAL)

Place.....