

## Resume

**AAKIF SAIFI  
( DIPLOMA )**

Mobile –+91 **9999427767**, E-mail –akiisaif2@gmail.com

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### **OBJECTIVE :-**

To promote the goals of the organization through my profession. To act as a prudent personality both in professional and personal life.

Intend to build carrier in leading technology driven organization of committed & dedicated professionals, willing to work as a key player in challenging & creative environment.

### **ACADAMIC QUALIFICATION**

| Qualification | University/Board    | Year of Completion |
|---------------|---------------------|--------------------|
| Diploma       | Lingayas University | 2015               |
| High School   | H.B.S.E. Board      | 2009               |

### **COMPUTER SKILLS.:**

- Autocad
- Basic knowledge of MS Office (MS Word,MS Excel)

### **EXPERIENCE**

- One month training in **sato pooja pvt ltd.**

### **PERSONAL SKILLS:**

- Highly motivated and eager to learn new things.
- Strong motivational and leadership skills.
- Ability to produce best result in pressure situation.
- Excellent communication skills in written and verbal both.
- Ability to work as individual as well as in group.

**PERSONAL INFORMATION:**

Address : H. No. 1/1183 baba nagar, Near Sec-19, Faridabad

Date of birth : 17-05-1993

Father's Name : Mr Mujahid ali saifi

Nationality : Indian

Languages : Hindi,English