**PRAGATI BALA**

Permanent Address - H.No.306 Subhash Ward No. 01 Contact No. – 7470591558

Bengali Colony Sohagpur, Narmadapuram (M.P.), Pin code - 461771 Gmail – pragatibala15@gmail.com

Current Address - B-602 Shyama SkyLife , Near New Rail Nagar, Date of Birth – 15 May 1999

RAJKOT, GUJARAT Pin Code - 360001

**OBJECTIVE**

To learn and gain new experience while utilizing my interpersonal skills to help achieve business goals. I am looking forward to work with an organization where I can contribute my knowledge and training to enrich my professional experience in a real environment outside the academic field.

**SKILLS**

* HTML & CSS, Problem solving
* Programming Language - JavaScript
* Basic Functions in Excel

**EDUCATION**

* Bachelor of Science (PCM)

Dr. Shyama Prashad Mukharji GOVT S&C College, Bhopal

Barktullah University , Bhopal, MP

Passing Year 2020 – 67.36%

* Higher Secondary Examination (MP Board)

GOVT Girls Higher Secondary School, Sohagpur

Passing Year 2017 – 68.6%

* High School Examination (MP Board)

GOVT Girls Higher Secondary School, Sohagpur

Passing Year 2015 – 66.33%

**WORK EXPERIENCE**

* Associate Service Coordinator

Aisect Limited – FI Division, Bhopal

Nov. 2020 – April 2023

Learned and adopted quickly to new technology and software applications.

Managed time efficiently in order to complete all tasks within deadlines.

**LANGUAGE**

* Hindi, English, Bengali