

Robin Sharma

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PURPOSE STATEMENT: To give my efforts to a company and contribute to the organization with my main focus lying on continuous learning, team work and solid execution of company objectives and hence try to be its important asset.

Synopsis

- Seeking responsibility and challenging opportunity that would utilize and encourage my abilities through dedicated hard work.
- An effective communicator with excellent interpersonal, logical & analytical abilities.
- Ability to understand technical concept with ease and a quick learner.
- Looking to utilize my technical skill in betterment of organization and to gain growth for both.

ACADEMIC QUALIFICATION

- **Done BCA (Bachelor in Computer Application) with 62% from “GNDU” in 2017.**
- **Done 10+2 (Arts) with 62% from “PSEB” in 2014.**

BASELINE SKILLS

- ☐ Good Time Management.
- ☐ Computer Literate.
- ☐ Understanding People.
- ☐ Self-Motivated.
- ☐ Comfortable Working with Minimum Supervision.
- ☐ Active Listener.
- ☐ Good Interpersonal Skill.

COMPUTER AWARENESS

- Familiar with Microsoft Word, Excel, Power point, Hardware and Network, Access & well versed with Internet.
- Excellent Knowledge of HTML5, Css3, Word press, Bootstrap, Windows.

EXPERIENCE

- Computer Clerk in Shri Ram Ashram Public School from 05-02-2018 to 10-09-2019.
- Hardware and network engineer in Advance Solution from 11-02-2020 to 04-02-2021
- Computer Clerk in Hasta Shilpa Degree College, Batala from 08-02-2011 to 10-06-2021

PERSONAL DETAILS

Father's Name: Sri Subash Chander

Mother's Name: Smt. Shashi Kanta

Sister: Aditi Sharma (married)

Marital Status: Unmarried

Nationality: Indian

Date of Birth: 3rd August 1997

Hobbies: Computer Development, Traveling, Interacting with new persons, Sports.

Postal/Permanent Address: H.NO 164V.P.O Adda Jaintipur Distt. Amritsar-143502 Punjab

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Expected Remuneration: Negotiable

(Robin Sharma)