

MAMONI NILAY DAS

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OBJECTIVE :

TO BECOME A MEMBER OF CHALLENGING & MOTIVATING TEAM, WHERE I CAN CONTRIBUTE MY DOMAIN KNOWLEDGE, ANALYTICAL, TECHNICAL SKILLS AND PROGRESSIVE ATTITUDE TOWARDS GROWTH OF THE ORGANIZATION & IN THE PROCESS ENHANCE MY KNOWLEDGE & SKILLS.

ACADEMIC PROFILE :

YEAR	COURSE	PERCENTAGE	SCHOOL / COLLEGE
2018	M.COM	63	GUJARAT UNIVERSITY
2016	B.COM	74	SAHAJANAND COLLEGE OF COMMERCE
2013	HSC	77	BEST HIGHER SECONDARY SCHOOL
2011	SSC	79	BEST HIGH SCHOOL

COMPUTER SKILL :

- MS WORD
- MS EXCEL
- MS POWERPOINT
- MS OFFICE OUTLOOK

WORK EXPERIENCE :

- WORKED IN “TATA AIG LIFE INSURANCE PVT. LTD.” AN INSURANCE COMPANY FOR 4 MONTHS AS TELE CALLER.
- WORKED IN “CREATIVE ENGINEERS AND SERVICES PVT. LTD.” AN ENGINEERING COMPANY AS ADMINISTRATIVE EXECUTIVE FROM OCTOBER 2015 TO OCTOBER 2018.

PERSONAL DETAILS :

ADDRESS : 36/3, ATTMARAM PARK SOC.,
OPP. SHYAM SUNDAR HALL,
ISANPUR, AHMEDABAD, GUJARAT – 382 443.

DATE OF BIRTH : 16th October, 1994.

GENDER : FEMALE

LANGUAGES KNOWN : ENGLISH, HINDI, GUJARATI, BENGALI

INTEREST : READING BOOKS, LISTENING MUSIC

STRENGTHS :

- POSITIVE ATTITUDE
- ADAPTABILITY
- SELF MOTIVATED

DECLARATION :

I HEREBY DECLARE THAT INFORMATION PROVIDED ABOVE IS TRUE TO THE BEST OF MY KNOWLEDGE.

DATE : _____

SIGN.: _____

