

Curriculum Vitae

NAME: Chitraklekha Mehta

ADDRESS: 105/106 Morar Nagar Society,
N/R Ryan school,
Adajan, Surat

DOB: 20-12-2004

CONTACT NO: 9313198577

E-MAIL: chitraklekhametha20122004@gmail.com



CAREER OBJECTIVE:

Secure a position in a company where I can launch my career and build a valuable skill set.

EXPERIENCE:

Worked as a supervisor at Allen Institute (Teaches NEET & JEE UG.Students) for 2 months (July-Aug 2022) in a surat.

PERSONAL ABILITIES & SKILLS:

- Reliable and Responsible.
- Innovative and able to develop New Ideas.
- Convincing skills.
- Management skills, work as a team or group leader.
- Basic Knowledge of MS Office (Word, Powerpoint, Excel).

ACADEMIC QUALIFICATION:

- ☐ **BBA Honours**
(Ongoing) GLS University Ahmedabad Gujarat
- ☐ **HSC (General Stream).**
(2022, from GSEB, 84%)
- ☐ **SSC**
(2020, from GSEB, 70%)

ACHIEVEMENTS:

- AI FOR ALL PROGRAM (16-1-23)
- Environment management ICUN (15-2-23)

HOBBIES:

- Traveling
- Eventmanagement.
- Watching movies and series.
- Played volleyball tournaments at school level

DECLARATION:

I hereby declare that all the above information is true to the best of my knowledge.

Chitralekha Mehta