



Kinjal Makwana

Professional Title

Honest and smart working girl



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A-10, Anand Park Soc, B/h
Mahavir Vidhyalaya, Ishanpur,
Ahmedabad, India

Birth Date :- 9 Aug'1996

SKILLS

Php, excel, paint, MS
world

LANGUAGES

English, Gujarati, Hindi
(Full Professional Proficiency)

INTERESTS

Dance, Music ,Outing

WORK EXPERIENCE

Maya academy of advance cinematic

Galaxy Mall/Back Office

2016-2017

Atul Motors/Nexa

Bopal/back office/insurance dipartment

2017-2018

Eeasy World vision

Receptionist/ Telle-caller

2018-2019

EDUCATION

Computer engineering

Dalia Institute Of Diploma Study

6.7 CGPA

2015

Courses

■ Computer

Ssc

Mahavir Vidhyalaya

2010

65%

Hsc

Mahavir Vidhyalaya

2012

53%

ACHIEVEMENTS

State level Garba Competition (2017)

Reasons for being most suitable candidate:

- Computer study background.
- Capable of Collecting Compiling analyzing the data information from various resources.
- Ability to prepare a report analyze and to present in professional manner
Can organize and conduct Conference Seminars meetings programmers etc.
Successfully.
- Other skills and ability.
- Keen interest in achieving targets.