

Kashish Dixit

Phone - +919076817407

Email - dixitkashish35@gmail.com

Known Languages. English and Hindi

Career Objective

Looking for a job where I could improve my computer skills and related skills, along with giving some contribution for the betterment of the company.

Academic Qualification

S.No.	University/School	Course	Year Of Completion
1.	MJPRU	B. Com (HONS.)	2021
2.	B. S public school	Intermediate	2018
3.	Fertilizer public school	High school	2016
4.			

Technical Skills And Professional Skills

- Result Oriented
 - Time management
 - Excel
 - Typing
 - Conversant with Microsoft Office
 - Email
 - Task Delegation
 - Task Management
 - Interpersonal skill
 - Teamwork.
 - Openness to feedback
 - Interpersonal skill
 - Communication skill
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CERTIFICATION COURSES

- Diploma in Computer Application
- O- LEVEL
- C language

Extra Curricular Activities

- Participated in gk competitions in school and collage.
- Participated and won various sports events in school and college.

Personal details

Date of Birth : 5/12/2000

Address : village and post Jamour, Shahjahanpur, Uttar Pradesh. pin code-242001

Declaration

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