

CURRICULUM VITAE

Nitin

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Career objective

To pursue a challenging career in an organization of repute where I gradually enhance my skills goals and objectives for the ultimate growth of the both....

Area Knowledge & Skill

1. Excellent inter-personal skills
2. Adept in working in a team environment as well as independently, adhering strictly to performance guidelines.
3. Sincere, diligent and well organized in work habits, quick learner with active listening skills
4. Focused and hardworking, self-motivated and team oriented, willing to go the extra mile, effective team player with excellent communication and inter-personal skills.

Working Experience

Worked as assistant accountant with the CA firm Accounts Professional JUNE 2016 TO MAY 2017.

Currently working as Account executive with Virtual Employee Pvt Ltd since June 2017

Academic Qualifications

- 1 2012-10th from CBSE Board
- 2 2014-12th from CBSE Board
- 3 Pursuing B.com Final year from Delhi University

Software Proficiency

1. one year diploma in computer hardware & network engineering
2. Good knowledge of Tally Erp 9.0

Hobbies

- 1 Listening Music
- 2 Watching News
- 3 Playing Cricket

Personal Information

Father Name : Tara Chand
Date of Birth : 18th September, 1996
Gender : Male
Nationality : Indian
Language Known : English & Hindi

Date:

Place:

(NITIN)