

JIYA

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Bagh Kare Khan, Kishan Ganj, Delhi – 110007

DOB: 29/01/2006

OBJECTIVE

Motivated and detail-oriented fresher seeking a role where I can apply my good communication skills, eagerness to learn, and basic computer knowledge to contribute to the company's success.

EDUCATION

- Pursuing BCA – IGNOU (Ongoing)
- 12th Passed from CBSE Board (2022-2023)
- 10th Passed from CBSE Board

SKILLS

- Computer Skills:
 - MS Word
 - MS Excel

EXPERIENCE

- Fresher.

LANGUAGES

- Hindi
- English

STRENGTHS

- Cooperative and an excellent team player
- Eagerness to learn and adapt with a positive attitude
- Quick learner

DECLARATION

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