

RESUME

MANOJ CHAUDHARY

Address:-

Near Nagla Thok Chhata,

Mathura 281401

Mob - +91 8265881896

Email Id - mc339838@gmail.com

CAREER OBJECTIVE:-

To work with an organization, which provides me a growth oriented career, professional & inspiring environment.

PROFESSIONAL STRENGTH

- An honest, Positive thinker, Diligent, Confident, Optimistic and a result oriented person with good organization and interpersonal skills.
- Silently focus on itself work.
- High power to tolerance

EDUCATIONAL QUALIFICATION

- High School passed from UP Board in 2015-16.
 - Intermediate passed from UP Board in 2017-18.
- DMLT Pursing from HIMachal University Himachal Pradesh.

SOFTWARE KNOWLEDGE QUALIFICATION

- Tally Prime
- Gst & Tds
- Microsoft office 2010/2007(Ms-Word, Ms-Power Point Paint, Ms-Excel)
- BasicKnowledgeofComputer
- Bill Journal Entry

WORK EXPERIENCE

- 1 Years in account Radisson Blu 5 star hotel sector 18 Noida
- 2 Years Experience in accounts Shankar hospital Mathura
- 1 Year Accountant Job current dr Ary,s mediclinic gurgaon

PERSONAL PROFILE ACTIVITIES

- Father's Name : Mr. Saman singh
- Date of Birth : 10/04/2000
- Nationality : Indian
- Marital Status : Unmarried
- Sex : Male
- Language Known : English, Hindi, bangali

DECLARATION

All entries made in this resume are true to the best of my knowledge and belief.

DATE:

PLACE: -

(MANOJ)