

CURRICULUM VITAE

Aakash Verma

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CAREER OBJECTIVE

I am a qualified and professional in technical operations with of experience indatabase of examination and its coordination. I have logical, creative and analytical skills which help organization growth. Team player with an eye for detail.

ACADEMIC QUALIFICATIONS

Graduation in B.A Programme Pursuing from Delhi University

G.B.S.S.S 12th from CBSE board with in 2022

G.B.S.S.S 10th from CBSE board with in 2020

SKILLS

Basic Knowledge of Computer
Tally
MIS Excutive
Microsoft Office
Problem Solving

WORK EXPERIENCE

1. SunTec India

➤ **Designation:** Web Searcher

➤ **Responsibilities:**

- Strong team-building skills
- Effectively assess operational inefficiencies
- Good knowledge of measurable tasks
- Excellent goal tracking and report writing

2. eDataIndia - Worked as a Freelancer for 9 months in year.

➤ **Designation:** Ecommerce, Product listing

➤ **Responsibilities:**

- Event Management
- Data Entry
- Data Validation
- Records Keeping

HOBBIES

- Listening Songs
- Watching Standup Comedy & Spoof Videos

STRENGTHS

- Good Communication Skills
- Confident and Smart
- Positive Attitude
- Ability to work in teams

PERSONAL DETAILS

Name	: Aakash Verma
Father's Name	: Manoj Verma
Date of Birth	: 06/12/2003
Marital Status	: Unmarried
Languages Known	: English & Hindi
Nationality	: Indian