



Muskan Sharma

GET IN TOUCH!

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PERSONAL DETAILS

- Current Location New Delhi
 - Date of Birth August 21, 2002
 - Gender Female
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SKILLS

- Accounting
 - Communication Skills
 - Leadership Skills
 - Team Skills
 - Management Skills
 - Coordination Skills
 - Planning Skills
 - Time Management
 - Written Communication
 - Verbal Communication
 - Leadership
 - MS Office
 - Book Keeping
 - Adaptability
 - Creative Skills
 - Data Entry
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LANGUAGES KNOWN

- English (Both)
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ACHIEVEMENTS

- Top 10 in class in B.Com
- Top 3 in class in B.Com
- Top 3 in class in school

RESUME SUMMARY

With a background in Accounting and a strong focus on Communication, Leadership, and Management skills, I aim to excel in a dynamic work environment. Seeking opportunities to leverage my expertise in coordination, planning, and time management to contribute effectively. Excited to bring adaptability, creativity, and MS Office proficiency to a team.

EDUCATION

Graduation

Course	B.Com (Commerce)
College	Sri Guru Gobind Singh College of Commerce, Delhi, New Delhi
Score	80%
Course	B.Com (Commerce)
College	Sri Guru Gobind Singh College of Commerce, Delhi, New Delhi

Class XII

Board Name	CBSE
Medium	English
Year of Passing	2021
Percentage	86%

Class X

Board Name	CBSE
Medium	English
Year of Passing	2019
Percentage	82%