

CURRICULUM VITAE

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GAURAV SINGH

OBJECTIVE

To be associated with the organization that gives me a career path,job satisfaction and self fulfillment.

EDUCATIONAL QUALIFICATION

Course/stream(Examination)	Institution/University	Year of Passing	Performance
AISSCE	CBSE	2011	SECOND DIVISION
AISSCE(commerce)	NIOS	2014	SECOND DIVISION
B.A(HONS)ENGLISH	DELHI UNIVERSITY(SOL)	2019	SECOND DIVISION

EXPERIENCE

- Worked as Junior Assistant at Store Section, **VP Chest Institute, University of Delhi.** (01/Dec/ 2015-31/Mar/ 2017)
- Worked as DEO (Data Entry Operator) at **Shabadankur Prakashan Publication, Delhi.** (01/June/2015-30/Nov/2017)
- Worked as Data Entry Operator at **Indian Railway Station Development Corporation Ltd.(IRSDC).** 01/08/2018-31/08/2020)
- Currently Working in **ICMR-NIP (National Institute of Pathology)** in Delhi as **DEO.**

TECHNICAL QUALIFICATION

- Diploma in computer course(MS-office, internet)

KEY SKILLS

- English Proficiency| Learning Ability| Computer Literacy| Speed &Accuracy| Diligent

OTHER INTERESTS & ACTIVITIES

- Participated in National Cyber Olympiad
- Third Price in Aman Ki Asha Youth program Sponsored by Times of India.

PERSONAL DETAILS

- Father's Name : Kartar Singh
- Mother's Name : Vijay Laxmi
- DOB : 21/05/1994
- Gender : Male
- Marital Status : Single
- Nationality : INDIAN
- Language Known : HINDI| ENGLISH