

RESUME

Maj Richa Rawat
(Ex Army Officer)

Objective

- Seeking an environment where I can utilise and apply my knowledge and skills which would enable me as a graduate to grow further more and fulfill organizational goals through continuous and productive endeavours & contribute positively.

Work Experience

- Served in one of the most renowned organization i.e. "INDIAN ARMY" for 10 years (Sep 2007 to Sep 2017).
- Was a part of Ordnance Corps.
- Have handled various appointments efficiently.
- Inventory Management
- Storage and Transport of various Inventory.
- Have also dealt with various kinds of administration like Bullets, Grenade, Mines etc.
- Man Management
- Transport

Academic Qualification

Qualification

Year Institute

Percentage

B.A. Psy (Hons) 2006 Delhi University

59%

12th Std

2003 Army Public School Noida 70%

10th Std

2001 KV Suryalanks

65%

Technical Skills

- Familiar with operating systems like Windows
- MS-Office (Word, Excel, Power Point)

Achievements

- Effective Problem Solving Skills