

RESUME

SAURABH.RANA.

Call: +91 9104938149

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Career objective:

To perceive a career in a renowned firm with dedicated efforts and to associate myself with an organization that gives me a chance to update my knowledge.

Education Qualification:

- S.S.C.passed from Shri Jivkor Vanita Vishram with 65% in March, 2019.
- H.S.C. running in Shri Jivkor Vanita Vishram in 2021.

Computer Skills:

- Proficient with Microsoft word, Excel and PowerPoint.
- Best skilled in Tally ERP 9 and tally prime.

Strengths:

- ❖ Good Communication Skills.
- ❖ Ready to take responsibility.
- ❖ Quick learner and Good interpersonal Skills.

Personal Profile:

Name : SAURABH.S.RANA.

Father name : SHAILESHKUMAR.

Date Of Birth : 27-july-2002.

Marital Status : UN Married.

Religion : Hindu.

Nationality : Indian.

Languages Known: English, Hindi and Gujarati.

Address : 46, Subhas Marg, Vairat nagar, opp.Swaminarayan temple, Ishanpur, Ahmedabad,382443.

Declaration:

I hereby declare that the above information is correct and true to the best of my knowledge and belief.

(SAURABH.S.RANA.)