SREELEKHA DHAR

**Mob no:** 7003750712

**Email ID#** [sreelekhadhar1994@gmail.com](mailto:sreelekhadhar1994@gmail.com)

**GENERAL INFORMATION**

**Father’s Name** – Baidya Nath Dhar

**Present Address** – 25/1 Lata Fat Hossain Lane Kol 10

**Date of Birth** – 28/10/1994

**Sex** – Female

**Religion** - Hindu

**Nationality** - Indian

**Language known** – English, Hindi and Bengali

**Marital Status** – Unmarried

**Hobbies** – Drawing, Dancing and Listening to music

**ACADEMIC QUALIFICATION**

|  |  |  |  |
| --- | --- | --- | --- |
| Year | Examination | College/School | Board/University |
| 2020 | M.Com | Bangabashi College(Awaiting results) | Vidyasagar University |
| 2017 | B.Com | Gurudas College | Calcutta University |
| 2013 | ISC | Indira Gandhi Memorial Sr. Secondary School | ISC |
| 2011 | ICSE | Indira Gandhi Memorial Sr. Secondary School | ICSE |

**COMPUTER CERTIFICATION**

* Computer Basic Course From Technogen Computer Training Centre.
* Certificate in Financial Accounting System from Youth Computer Center.
* Diploma in Financial Accounting System from Youth Computer Center.
* DRA (Debt Recovery Agent) Course from PMKVY.

**OTHER CERTIFICATE**

* Currently, pursuing B.Voc in BFSI (Banking Financial Services and Insurance).

**WORK EXPERIENCE**

* Worked as an advisor in IBM Concentrix Daksh.
* Currently, working as a Senior Process Associate in Sun Knowledge Pvt ltd.

**CAREER OBJECTIVE**

To build my career in a growing Organization, where I can get the opportunities to prove my abilities by accepting challenges, fulfilling the Organizational goal and climb the ladder through continuous learning commitment.

**Place** –

**Date** –