**DEEPIKA RAGHAV**

224 Vijay Colony Hathibarkala,

Dehradun Uttarakhand

Pin Code- 248001

🕻 : +917906511863

**🖂 : Deepikaraghav17@gmail.com**

**OBJECTIVE**

To secure an appropriate position, this will provide growth opportunities with effective utilization of my skills and experiences also the opportunity to learn more in professional atmosphere.

**ACADEMIC QUALIFICATION**

B.B.A from MJP Rohilkhand University Bareily in the year 2015.

Intermediate from UP Board in the year 2012.

High school from UP Board in the year 2010.

**WORK EXPERIENCE**

Worked as a Data Entry Operator with **V.B Auto Sales Pvt Ltd.** Dehradun Uttarakhand from 9th April 2016 to 16 August 2021.

**ROLE & RESPONSIBILITIES**

* Customer Service.
* Prepare Cash Report and Sales Report in Excel.
* DMS( Invoice and Insurance )

**COMPUTER QUALIFICATION**

Working Knowledge of Microsoft Word, Power Point & Excel.

**PERSONAL DETAILS**

Date of birth : 04-07-1995

Nationality : Indian

Marital status : Unmarried

Language known : English & Hindi.

**DECLARATION**

I, Deepika Raghav, here by declare that the above furnished information is authentic to the best of my knowledge.

Date :

Place : Deepika Raghav