



Curriculum vitae

Personal Information

FIRST NAME / SURNAME	SUNAYANA DEKA
ADDRESS	Rupnagar, Brindavan Path, house no: 21
TEL	+918450940248
EMAIL	dekasunayana@gmail.com
NATIONALITY	Indian
DATE OF BIRTH	16.01.1992
GENDER	Female
DESIRED POSITION	Sales Executive
WORK EXPERIENCE	Potential to work as a fresher



Curriculum vitae

Education and Training

QUALIFICATION AWARDED	2009
INSTITUTION	10th Central Board of Secondary Education

QUALIFICATION AWARDED	2011
INSTITUTION	12th National Institute of Open Schooling

SKILLS AND COMPETENCES	Highly motivated to work in a team Constantly improving skills Organised and dedicated with a positive attitude Relish working in a challenging environment
LANGUAGE SPOKEN	English, Hindi, Assamese
OTHER LANGUAGE(S)	
SOCIAL SKILLS AND COMPETENCES	can participate and lead in social and cultural activities and can do volunteering and debate on given topics.
ORGANIZATIONAL SKILLS AND COMPETENCES	having a knowledge about marketing and commercial business activities
COMPUTER SKILLS AND COMPETENCES	Java, HTML, C, C++, Microsoft Word, Microsoft Excel, MS Word, MS Powerpoint, etc