

GULAM RASOOL

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Objective

I am data entry expert. I know Hindi Typing with 30 wpm. I know English Typing with 50 wpm. I have 1 year experience in this field. I have knowledge of MS WORD, MS EXCEL, MS ACCESS, MS POWER POINT, COREL DRAW, ADOBE PHOTOSHOP, ADOBE ILLUSTRATOR.



Experience

ELECTION COMMISSION OF INDIA

12/09/2016 - 24/05/2017

Voter Registration Officer

I WORKED IN VRC OFFICE. THE STAFF OF THE OFFICE WAS VERY HELPFUL. ALWAYS HELPS ME. SEEING IT I DO WORK FAST.



Education

DGIC PILIBHIT

2010

10

372/600

DGIC PILIBHIT

2012

12

315 /500

Udpadhi Mahavidhyalaya Pilibhit

2015

BA

660/1200



Skills

ENGLISH TYPING

HINDI TYPING

COREL DRAW 12

ADOBE PHOTOSHOP

ADOBE ILLUSTRATOR

MS EXCEL

MS WORD

MS ACCESS

MS POWERPOINT

BANNER MAKING

LOGO DESIGN



Personal Details

Date of Birth : 20/12/1995

Marital Status : Single

Nationality : Indian

Udpadhi Mahavidhyalaya Pilibhit

2017

MA

472/900