

# **Ankit Kumar**

# Computer Software

## **About Me**

I am Student With (Computer) To work in learning and challenging environment utilizing my skills and knowledge, contribute positively to My personal growth as well as growth of organization.

# My Contact

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# Languages

- English
- Hindi

#### **Soft Skill**

- Ms Office
- Tally
- Communication
- Diploma in Computer
- Problem Solving
- Decision Making

# **Education Background**

#### BCA (CSE)

Bachelor of Computer Applications Completed in 2025

#### Intermediate Of Science

from High school chiraura , Naubatpur,Patna. Completed in 2023

#### Higher Secendory School

from Budhadoe Udit Narayan High school Noniyachak udayapur,Patna

Completed in 2021

# **Training & Certifications**

#### **Introduction to Cyber Security**

2023 - Present

Key responsibilities:

- Analyze current and past financial data
- Look at recent financial performance and identify trends
- Prepare reports on the above information and communicate the insights of these reports to the broader business
- Consult with the management team to develop long-term commercial plans

#### **IMaster Al Tools Crash Course**

IZAcademy.in 2023

Key responsibilities:

- Looked at financial performance and identified trends
- Explored various investment opportunities

#### **Master Microsoft Excel**

IZAcademy.in 2023

- Key responsibilities:
- Analyzed financial data
- Observed financial performance and identified trends
- Prepared reports on the above information and reported the insights.

### **Achievements**

2022 - 2023 Certificate In tally Prime With GST

2021 – 2022 Diploma in office automation With MS Office