



JYOTI SHARMA

CRM



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CHOWK
LUCKNOW - 226003



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PROFILE

Detail-oriented and organized back office executive who manages administrative tasks and supports operational needs of a company. Skilled in multitasking and working independently.

EDUCATION

2013 - Graduation From D.D.U
2010 - Intermediate From U.P. Board
2013 - High School From U.P. Board

OTHER QULIFICATIONS

2010 - CCC from DOEACC Socity
2010 - Diploma in Computer Application
2016 - Tally

EXPERIENCES



ABC CHASHMEWALE LLP

Role: Back Office Executive(CRM)
Period: February 2019 to Current



KIRAN SALES

Role: Back Office Executive(CRM)
Period: October 2017 to February 2019

LANGUAGES



HINDI



ENGLISH