

MAYUR KUMAR RAJ

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OBJECTIVE

A motivated and adaptable individual seeking a role where I can utilize my communication, problem-solving, and customer service skills to support organizational goals and deliver excellent results.

SKILLS

- MS Office (Excel, Word, PowerPoint)
- Customer Interaction & Handling
- Internet Research & Data Entry
- Problem Solving & Analytical Thinking
- Adaptability & Quick Learning
- Effective Communication (Verbal & Written)
- Team Collaboration
- Web Development (HTML, CSS, JavaScript, PHP, mySql ,Bootstrap and react)

LANGUAGES

- English — Fluent
- Hindi — Native

HOBBIES

- Exploring New Skills & Personal Development
- Coding & Tech Exploration

EDUCATION

Bachelor of Arts (B.A.) — Pursuing

Marwari College, Ranchi | 2022 – Present

Intermediate (Science Stream)

Gossner College, Ranchi | 2020 – 2022

Matriculation

St. Charles High School, Jangi, Kuru | 2020

ADDITIONAL INFORMATION

- Open to relocation and flexible working hours
- Comfortable working independently as well as in team environments
- Strong willingness to learn and adapt to new responsibilities