SACHCHIDA NAND

Nationality: Indian   **Date of birth:** 12/08/1999   **Gender:** Male

⌂ **Phone number:** (+91) 7084020993

✉ **Email address:** sachchidanandm95@gmail.com

📍 **Home:** Kantalpur,Atraulia, 223223 Azamgarh (India)

WORK EXPERIENCE

Fresher

EDUCATION AND TRAINING

Passed High school from U. P. Board 2014
U.P. Board Allahabad, India

City: Azamgarh
Country: India

Passed Intermediate from U. P. Board 2016
U. P. Board Allahabad, India

Passed Bachelor of Arts(graduation) from 2019
VBSP University

CCC (course on computer concept) 2017
NIELIT

Field(s) of study: Technical skill
Final grade: Basic knowledge of computer

ADCA (Advanced Diploma in Computer Application)

LANGUAGE SKILLS

Mother tongue(s): **Hindi**

Other language(s): **English**

DIGITAL SKILLS

Microsoft Powerpoint / Microsoft Word / fast tiping / Microsoft Office / Data Entry & Organization of Data

ORGANISATIONAL SKILLS

To develop organisational skills, you need to follow the Below mentioned steps.

Identiy and define specific goals. Breakdown goals into smaller takes. Time management.

HOBBIES AND INTERESTS

Hard and smart working and good communication skill

Cricket. Reading book. Cartoon video animal