

CURRICULUM VITAE

Shweta Sirothia

D/o Sahdev Prasad Sirothia

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Chhatrasal Ward No.6, Pathak Colony

Damoh(M.P.)

Mobile No.8109237956

8770416465

Objective:

To become a part of well esteemed organization to impart the best of skills and competence for the mutual of organization & self.

Qualification:

Name of Class	Board/University	Percent%	Year
High School	M.P. Board ,BHOPAL	64%	2005
Higher Secondary	M.P. Board,BHOPAL	49%	2008
B.com.	Dr.H.S. Gour University,SAGAR	66%	2011
M.com.	Dr. H.S. Gour University,SAGAR	63.78%	2013
M.Sc(Computer Science)	Makhanlal University,BHOPAL	65%	2014
B.Ed	Maharaja Chhatrasal University,CHHATARPUR	73.72%	2016-18

Technical Qualification:

PGDCA From Makhanlal University,BHOPAL with 67.60%(2013)

KEY SKILLS

Technical skills

- Tally(ERP 9.0 and 7.2)
- MS-Excel
- VB.Net
- Windows – 7 and Windows –XP

Working Experience:

Computer Teacher

Times College of Computers & IT,Professor colony Damoh,

1/6/2015 To 30/4/2017

J.J Institute of Computer & IT,Sureka Colony Damoh,

5/8/2017 To 20/5/2018

- Planning and providing computer lessons to students and holding practical sessions in the computer laboratory
- Assigning ,assisting , and grading students on computer projects
- Monitoring ,assessing ,and documenting student progress
- Presenting study maintaining professional teaching environment
- Teaching PC Package, MS Access & Tally .
- Providing practical knowledge of programming language.

Personal Skills:

- Positive Attitude.
- Adjustable to the new environment.
- Commitment towards Work.
- Self Motivation Power.
- Fast & willingness to learn.

Hobbies:

- Reading Books & Magazines
- Net surfing

Personal Details:

Father's Name	:	Shri Sahdev Prasad Sirothia
Mother's Name	:	Mrs. Vidhya Sirothia
Date of Birth	:	20/10/1989
Marital Status	:	Married
Blood Group	:	B+
Permanent Address	:	H/N-168 Chhatrasal ward No.6

I hereby declare that all of the above information is true to the base of my
Pathak Colony,Damoh(M.P)
Pin-470661

Declaration:

knowledge and belief.

Place:

Date:

Shweta Sirothia

