

RESUME

V.P.O Kashmir
Teh. Nadaun, District
Hamirpur (H.P.) - 177006
Mobile No. : 7018691649
E-mail: rituthakurhp85@gmail.com

RITU THAKUR

CAREER OBJECTIVE

To work in challenging position which give me an opportunity to show my capabilities in the respective area to bring about growth for company and myself, and also to obtain a long-term career with a globally competitive organization and realize the full potential of self, while continuously learning through new experiences and challenges.

Academic Qualification:

- Matriculation from Himachal Pradesh School Education Board, Dharmshala in the year 2016.
- Senior Secondary (NON-MEDICAL) From Himachal Pradesh School Education Board, Dharmshala in the year 2019.
- Bachelor of Computer Application from Himachal Pradesh University Shimla 2022.

Skills:

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Computer Proficiency:

- Operating System: Window 7, Window 8, Window10
- Installing all the kind of Operating system and Application.

- Full computer Knowledge, MS-Office, Internet

Strengths:

- Ability to work as a team member as well as individual□
- Dedication to work□
- Positive attitude□
- Punctuality□

Personal Information:

Father's Name : Sh. Hazara Singh
Date of Birth : 25th August 2001
Marital Status : Unmarried.
Nationality : Indian.
Languages Known : Hindi & English
Hobbies : Reading Books, Traveling, Dancing

Declaration:

I hereby declare that the above mentioned information is correct up to my Knowledge and I bear responsibility for the correctness of the above mentioned particulars.

(Ritu)