

curriculum vitae

Sanskriti

sanskriti92055@gmail.com

Permanent Address:

Houses no.-219, gali no.-10, Hans enclave

Gurugram, Haryana

Pin Code – 122001

Contact No. +91- 9310538905

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CAREER OBJECTIVE:

To enter into a long term relationship in organization where I can utilize my personal skill and contribute towards the growth of the organization through my knowledge, dedication and hard work.

ACADEMIC EDUCATION:

- PURSUING B Com (bachelors of commerce) third year by GURUGRAM UNIVERSITY , GURUGRAM (2021-24)
- 12th from CBSE board with 65% marks.
- 10th from CBSE board with 64% marks.

Work Experience:

- I am a fresher, but a highly motivated individual seeking to gain real work experience

SKILLS & STRENGTH:

- Basic Knowledge of Computer

- Tally
- MS Word
- MS Excel
- MS office
- Good Knowledge of English language
- Analytical skill
- Attention to detail

Adaptability to the latest development in the technology very quickly, ability to do work and inspiring others with devotion and dedication.

DECLARATION:

✓I hereby declare that above written particular are of the best of my knowledge and belief.

Date:

(Sanskriti)