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ACKNOWLEDGEMENT:

A University leaver with an out-going personality , excellent communication , management and IT skills and a strong interest in finance and computers .Dedicated to serving the community by providing by assistance in information retrieval and research techniques. Extensive knowledge about material, research databases, circulation, and other aspect of archiving.

EDUCATION QUALIFICATION:

- B.COM COMPLETED
- M.COM COMPLETED
- ITI DIPLOMA COMPLETED
- 12TH COMPLETED

SKILLS:

- COMPUTER BASIC KNOWLEDGE
- WEBSITE MAKING
- DATA ENTRY
- RESUME MAKING

EXPERIENCE:

- INSURANCE FIELD EXPERIENCE
- ACCOUNTANT
- DATA ENTRY FIELD
- CASHIER FIELD
- MANAGMENT DATA FIELD

