

NISHA BHOJ

Address:- E-89, Street No-4, Near Mayur Vihar Phase-2, East Vinod Nagar Delhi-110091

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Mobile: 9990412593, 8447618139

VISION

To work in a Globally Competitive Environment With Dynamic and World-Class people on challenging professional growth.

CAREER CONTOUR

COMPETENT SOFTWARE PVT. LTD.

Process Associate(Data Entry) 25Nov 2015 to
6th Feb 2017

TECHSOUL TECHNOLOGIES

Process Associate(Data Entry) 13 April to 24 Oct

SMART DATA PVT LTD

Data Entry Operator (HDFC bpo data process)
1 Nov to Till Now

EDUCATIONAL VIGNETTE

MA (hon.) Hindi

IGNOU (2018)

BA (hon.) Political Science

Delhi University (2012-2015)

Senior Secondary

CBSE Board, New Delhi (2012)

Higher Education

CBSE Board, New Delhi (2010)

SPECIALIZATION

- Basic Computer Course From SUN SOLUTION (THE COMPLETE COMPUTER SOLUTION) (REGD.)
- Typing Above 55wpm.
- Practice Knowledge of MIS.

CORNER STONES

- Enthusiastic Learner, Reliable Person and take Interest in my work.
- Honesty and integrity are the cornerstones of my computer.
- Ability to perform multiple Tasks and thrive on a Challenging Situation.
- Confident about my designated work.
- Optimistic and have positive attitude.

FAVORITE PURSUITS

- Reading Stories.
- Draw Sketching, Painting.
- Making Craft Things.

CIVIL STATISTICS

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|------------------|-----------------------------|
| • Date of Birth | : 2 nd Jun, 1995 |
| • Father's Name | : Mr. Balwant Singh Bhoj |
| • Mother's Name | : Mrs. Kamla Bhoj |
| • Language Known | : Hindi, English |
| • Nationality | : Indian |

DECLARATION

- I hereby declare that the above information is true and complete to the best of my knowledge and belief.

Place: New Delhi

Date:

NISHA BHOJ