

CURRICULAM VITAE

SUDHA BAJAJ

House No. – 5c-26

NIT FARIDABAD – 121001

Phone No. – 7503039020

E-Mail – bajajsudha129@gmail.com

CAREER OBJECTIVE

To work in a challenging atmosphere which provide me ample opportunities for earning and growth as an individual and organization as a whole.

ACADEMIC QUALIFICATIONS

- Pursuing M.com from MD University Rohtak (Distance)
- B.com (Computers) from MD University Rohtak (Regular)
- 12th Passed from CBSE Board
- 10th Passed from CBSE Board

EXPERIENCE

- Working as an Assistant Librarian and Data Entry Operator

PROFESSIONAL QUALIFICATIONS

- Knowledge of Computer (Internet, MS Word, MS Excel, MS Powerpoint, MS Office Outlook)
- Κνοωλεδγε οφ Ταλλγ EPΠ9 ωιτη ΓΣΤ
- Κνοωλεδγε οφ ΤεχηΛιβ7 σοφτωαρε (Λιβραρψ Σοφτωαρε)

HOBBIES

- Listening Music & Dancing
- Working on Computers

PERSONAL DETAILS

Father's Name : Mr. Jitender Bajaj

Date of Birth : 16th Oct. 1996

Gender : Female

Marital Status : Unmarried

Languages Known : English and Hindi

I hereby declare that above facts are true to the best of my knowledge and belief.

PLACE:

DATE :

(SUDHA BAJAJ)