

NAME :- NILAM SHESHAMANI MOURYA
CONTACT NO.- 9730127479
MAIL ID - nilam80078@gmail.com

CAREER OBJECTIVE :

- To work in an organization which offers continuous challenges and excellent growth prospects as well as to enhance my pre-existing skill and learn new ones.

EDUCATIONAL QUALIFICATION :

<u>COURSE</u>	<u>YEAR</u>	<u>NAME OF THE INSTITUTION</u>	<u>BOARD</u>	<u>MARKS OBTAINED</u>
SSS	2013	Shanti Goving High School- Naigaon	Maharashtra State Board	71%
HSC	2015	Thomas Baptista Junior College - Vasai	Maharashtra State Board	51%
T.Y.B.A	2018	Vartak College – Vasai	Maharashtra State Board	68%

COMPUTER SKILLS:

- Ms Office – Microsoft Word , Excel , Power Point, Note pad, Paints etc.
- Internet
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COURSE DONE :

- MSCIT From KEERTI INSTITUTION.

PERSONALITY TRAITS :

- Ambitious
- Hardworking
- Positive Attitude
- Self Motivated

PERSONAL DETAILS :

- Date Of Birth : 15TH August 1996.
- Languages Known : English, Hindi, Marathi.
- Address : Wakipada, Kajuplot Naigaon (E), Dist. Palghar – 401208, Maharashtra, India .

WORK EXPERIENCE :

- Presently Working in **TECHNIC PHARMA EQUIPMENTS** (18 months) as a **Accountant & Purchase Manager** .
- Role : Customer Service Executive,
All Invoice, Sales And Purchase Data Entry
And All Staffs Payment Doing.

DECLARATION :

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

Nilam Mourya....