

Jagdish Singh Bisht

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Career Objective

To work in such an environment that helps me to enhance my knowledge that I can put myself in the way of Development of that Organization.

Professional Qualification

- BCA from Indira Gandhi National Open University.
- One year diploma in Computer Application from ITG (Information Technology Group) sector-12 Noida (up).
- Ms Office, Power Point, Excel, advanced Excel (chart, Pivot table, Filter, advanced Filter, Lookup, VLookup, Hlookup, Validation, Formulas etc.)
- Typing Speed 35+(WPM)

Education Qualifications

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- 10+2 from Uttarakhand Board.
- 10th From Uttarakhand Board.

Experience

- Worked as a Data Entry Operator at **Sukriti Insurance Consultancy** for (Mar-2016- Till Now)
- Worked as a Data Entry Operator at **TCS** , Insurance Project Of DHFL for (Mar 2015-Feb 2016)

Summary Of Skills

- Ability to work in any condition.
- Positive attitude towards work.
- Good awareness of Programming Languages as well as Internet Application.

Personal Details

Father Name: Mohan Singh Bisht
Date of Birth: 28-Aug-1988
Hobbies: playing and watching cricket, listening song
Nationality: Indian
Marital Status: Single
Aim of Life: Increase knowledge regularly

I hereby declare that all the information given above is true to the best of my Knowledge and Belief

Date:
Place:

Jagdish Singh Bisht